



भाकृअनुप - केन्द्रीय रोषण फसल अनुसंधान संस्थान
कासरगोड, केरल - 671 124 भारत
ICAR - Central Plantation Crops Research Institute
Kasaragod - 671 124, Kerala, India
(An ISO 9001:2008 Certified Institution)



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F.No.40(2)36-2019-Estate (C-Impr)

Dated: 31.10.2019

M/s Vishal Manpower & Security Consultants
#6, Kamala Towers, Near Urva market
Ashok Nagar P.O, Mangalore - 575 006

Sub: Job Contract Work in Farm & Lab - Crop Improvement Division at CPCRI, Kasaragod - reg.
Ref: Your bid 40(2)/36/2019-Estate (C-Impr) dated 03.09.2019

Sir,

With reference to your quotation cited above, duly accepting the terms & condition appended in the tender document, order is hereby placed for executing the Job Contract Work in Farm & Lab - Crop Improvement Division of this Institute on contract basis for the period from 01.11.2019 to 31.10.2020, as detailed below.

Item No	Description of work	Approx Qty.	Rate including 18% GST (Rs.)	Amount including 18% GST (Rs.)
1	Tapping of coconut palms for inflorescence sap study (Approximately 24 palms). The work includes a) Preparation of the inflorescence as instructed. b) Collecting neera in the ice box as prescribed. c) The ice bags need to be cooled and replaced before each tapping. d) The collected neera to be brought to the lab for measurement, evaluation and processing. e) Record of the day to day tapping activities to be maintained. f) Assisting in neera processing.	Entire work	10,89,838.56	10,89,838.56 (One Year)
15	Pollination Work The pollination work includes: 1. Noting dates of bunch opening, emasculation, bagging, pollination and removal of bag; recording number of female flowers pollinated. 2. Emasculation (removal of male flowers from bunch) 3. Bagging (covering bunch with a cloth bag three days before female flower receptivity) 4. Collection of male spikes from dwarf and tall varieties 5. Processing male flowers to extract pollen grains (sample of each batch of processed pollen to be provided to the lab for testing germination) 6. Dusting pollens on the female flowers (on the bunch covered with bags; should be done before 11AM) 7. Removal of bags (2-3 days after completing pollen dusting in a bunch) and tagging (tying bunches with tags showing bunch number and date of last pollination) 8. Counting number of nuts set on the pollinated bunch Work quantum indicators: 1. To complete pollination work in one bunch it may take 5-8 climbings	7,000 bunches Approx.	410.64 per bunch	28,74,480.00 (One Year)

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	<p>2. One climber can attend to 50 palms 3. Approximately 600 tall and 75 dwarf palms (6500 to 7000 bunches) Conditions:</p> <ol style="list-style-type: none"> 1. The climbers should be available with the department from 8AM to 5 PM and attend pollination related work as described above and as directed. 2. All the day wise records of pollination should be maintained by individual climbers and provide as and when required. 3. Work should be done as per the instructions. 			
17	<p>Cleaning of glasswares</p> <ol style="list-style-type: none"> 1. Removal of media from culture tubes 2. conical flasks, Petri dishes, culture bottles 3. Soaking of culture tubes, conical flasks, Petri dishes, culture bottles in detergent solution (overnight) followed by brushing and cleaning. 4. Drying of glass wares in hot air oven 	<p>1000 test tubes 100 conical flasks 1000 Petri dishes 25 measuring cylinders 100 reagent bottle 100 small vials</p>	3,51,621.12	3,51,621.12 (One Year)
	<p>Stacking of culture tubes, conical flasks, Petri dishes with or without tissue papers, culture bottles, pipette tips, filters, cryovials, v cryoplates, aluminium foils, in paper/polythene bags. Autoclaving of culture tubes, conical flasks, Petri dishes, culture bottles, pipette tips, filters, cryovials, v cryoplates, aluminium foils etc. Decontamination and cleaning of contaminated cultures its drying and autoclaving.</p>	<p>1000 test tubes 100 conical flasks 1000 Petri dishes 25 measuring cylinders 100 reagent bottle 100 small vials</p>		
	<p><u>Cleaning of lab</u> Regular dusting and cleaning of lab tables, computer tables, culture trolleys/racks, media storage racks, storage shelves, laminar air flow chambers, side slabs in inoculation rooms, dark room etc</p>	33 units		
	Preparation of cotton plugs	200		
	Preparation of potting mixture	10kg		
18	<p>Lab work (MSc) for coconut tissue culture <u>To assist in following works and to carry out them as instructed or prescribed:</u> Preparation of stock solutions of macro, micro elements, iron EDTA and vitamins for MS and Y3 and other media for coconut.</p>	25 litre	2,19,918.96 (Entire Work)	2,19,918.96 (One Year)
	Preparation of hormone stock solution for MS and Y3 media for coconut	1		
	Preparation of different media formulations and pouring into culture tubes /petridishes/conical flasks for tissue culture	45		
	Preparation of inflorescence explants for culture initiation.	5		
	Scooping of endosperm plug with embryo from coconut	1000		
	Surface sterilization of endosperm plug, embryo and inflorescence.	1000		
	Excision and inoculation of plumule from coconut embryo into different media combinations	600		
	Inoculation of embryo or inflorescence into different media combinations	300		
	Subculturing of cultures initiated from plumule, embryo or inflorescence into fresh media at 20 to 30 days interval. Documentation of culture details initiated at different periods.	600		
	Cryopreservation studies of embryo and pollen	50		
	Preparation of buffer/reagent solutions for molecular studies, Grinding of samples and extraction of DNA/RNA for clonal fidelity studies. Documentation of results and scoring of bands	100		

19	Item No.3 (Biotechnology)	25 litre	2,19,918.96 (Entire Work)	2,19,918.96 (One Year)
	Lab work (MSc) for arecanut tissue culture			
	To assist in following works and to carry out them as instructed or prescribed:			
	Preparation of stock solutions of macro, micro elements, iron EDTA and vitamins for MS, modified MS, Hoagland and Y3 and other media for Arecanut.			
	Preparation of hormone stock solution for MS, Y3 and Hoagland media for Arecanut.	1		
	Preparation of different media formulations and pouring into culture tubes /Petri dishes/conical flasks for tissue culture	47		
	Surface sterilization of inflorescence collected from dwarf, hybrids and healthy arecanut palms from YLD hotpot area. (Season wise)	6		
	Fine chopping of inflorescence and inoculation into different media combinations.	6		
	Surface sterilization of embryo, excision of plumule from embryo or ovary from female flowers and inoculation into different media combinations			
	Surface sterilization of seedling shoot column, fine chopping of meristematic tissues and inoculation into different media combinations.	3		
Subculturing of cultures into fresh media at 20 to 30 days interval. Documentation of culture details initiated at different periods.	600			
Cryopreservation studies of embryogenic callus and pollen	50			
			Total(Rs.)	47,55,777.60
			Grant Total (including 18% GST)	47,55,777.00

(Rupees Forty Seven lakh Fifty Five thousand Seven Hundred and Seventy Seven only)

Terms & Conditions

1. The works should be carried out under the supervision of HD/Scientists/Technical Officers (Crop Improvement), CPCRI, Kasaragod.
2. The Institute will not be responsible for the loss or damage/casualty, if any, while executing the work.
3. The rate quoted shall be valid for a minimum period of **one year**.
4. Any loss or damage etc. caused to the Institute properties while carrying out the works should be made good else necessary action will be initiated to recover the same.
5. The Contractor should obtain certificate of registration under contract labour (Regulation & Abolition) Act 1970, from the Regional Labour Commission (Central) Kochi and comply with all the provision of Act.
6. The contractor/Agency shall be at the responsibility to comply with the requirements under the Labour Act/EPF Act/ESI Act/minimum wages Act etc. towards the personnel engaged for executing the contract work of this Institute.
7. **Payment for service contract will be made quarterly on satisfactory completion of work. Details of actual work period along with Item number should be mentioned in the work bill.**
8. **Pre-receipted bill, GST payment receipt & wage slips are mandatory for processing the bill. The wages slip should indicate complete details of Minimum wages, ESI, EPF & etc., given to the employee and a copy of the same should be submitted along with bill, without which the bill will not be entertained for payment.**
9. The Director of the Institute will be at liberty to forfeit the Bid Security/Performance security amount in full or part thereof in the event of unsuccessful completion of the awarded work.
10. The Director of the Institute reserves the right to terminate the contract at any time in case of violation of agreement.
11. The person so provided by the contractor under this contract will not be the employee of the CPCRI and there will be no Employer-employee relationship between the CPCRI and the person so engaged by the contractor in the aforesaid services.

12. The person provided should maintain discipline in the premises of the Institute. Any misconduct/misbehavior on the part of the person provided by the contractor will not be tolerated and he/she will have to be replaced immediately.
13. Income Tax will be deducted from the payments due for the work done as per rules.
14. **Performance security** equivalent to the amount of **10%** of the contract value i.e. **Rs. 4,75,577/- (Rupees Four Lakh Seventy Five Thousand Five Hundred and Seventy Seven Only)** may be furnished in the form of an A/C payee DD/FD or Bank Guarantee from the commercial bank in an acceptable form. Performance security will be released after 60 days from the liability period beyond date of completion of all statutory and contractual obligations, provided that the contractor has attended to all the complaints within the liability period. Bid security will be refunded immediately on receipt of performance security. The dues if any, not settled by the agency will be recovered from the security deposit.
15. An agreement in a stamp paper value of **Rs.200/-** should be executed based on which the first payment will be made. GST or any other Tax applicable or made applicable as per the latest notification of Govt. of India after awarding the contract in respect of this contract shall be payable by the contractor and this Institute will not entertain any claim whatsoever in this respect. However the Service taxes or any other tax which is as per the rules of the Govt. shall be deducted at source from bills, as per rules / instructions made applicable from time-to-time by Govt.
16. **The Invoice should contain, Invoice number, Address of the Firm / Contractor, Details of all taxes including GST, GSTIN, UID etc (both Firm and ICAR-CPCRI, Kasaragod), PAN and Bank details, Service description, Service charge, etc. should be indicated separately. NO BILL WILL BE ENTERTAINED WITHOUT DETAILS OF GST REMITTANCE, ESI & EFP, MUSTER ROLL/ATTENDENCE, WAGES SLIP FOR THE PARTICULAR WORK PERIOD FOR PAYMENT.**
17. Any compensation paid to the worker or parties hired through Contractor, shall be recovered from the Contractor as per the guidelines issued by ICAR vide O.M No. Admn-22(6)/2018-Estt.III dated 31.07.2018.
18. **The Contractor should display a board in the work place containing, Address of the Firm / Contractor, GSTIN (both Firm and ICAR-CPCRI, Kasaragod), No. of Workers, Minimum Wages, etc.**
19. The Contractor/agency will be responsible for contribution towards the ESI / EPF etc.
20. Remittance of the final bill based on the full settlement of all the dues, if any, to Government / Institute.
21. Bad workmanship shall be rejected summarily.
22. Director, ICAR-CPCRI, Kasaragod reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.

Note: In addition to these, all Terms & Condition mentioned in Tender Schedule are relevant for this work.

Please acknowledge receipt of the work order and commence the work immediately.

Yours faithfully,

Asst. Administrative Officer (Estate)

Encl: Agreement

Copy to:

1. The HD, Crop Production Division and Chairman Contractual Service Committee, CPCRI, Kasaragod.
2. The HD, Crop Improvement Division CPCRI, Kasaragod
3. The Scientists Crop Improvement, CPCRI, Kasaragod
4. The Technical Officer, Crop Improvement, CPCRI, Kasaragod.
5. The Sr. Fin. & Accounts Officer CPCRI, Kasaragod.
6. The DDO, CPCRI, Kasaragod.
7. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkannad, Kochi-682 03
8. Website.
9. Guard file.