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

Dated:31.10.2019

**Shri.Ramesh Naik B.N**

**Sri Vinayaka Nilaya**

**Ballimogaru**

**P.O Kudlu**

**Kasaragod – 671 124**

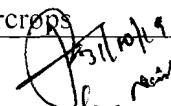
Sub: Job Contract Work in Farm & Lab – Crop Production Division at CPCRI, Kasaragod – reg.

Ref: Your bid 40(2)/36/2019-Estate (C-Prod) dated 04.09.2019

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 Production 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 (Rs.)	Amount (Rs.)
			Including GST @ 18%	
9	Assisting in collection & processing of soil sample, composts made using different methods, other samples, etc., their drying, grinding & sieving, preparation of analytical / other re-agents, different chemical media (Liquid & Solid), chemical solution, water blanks, their sterilization, pouring of sterilized media in tubes & plates, transfer of micro-bial cultures to slants for their sub-culturing, titration of digested / incubated samples, micro-bial inoculation onto plates, spread and pour plating for population studies, preparation and inoculation of specified media for MPN method, preparation of single and double distilled water, decontamination and disposal of inoculated media, treatment of decontaminated glasswares, their washing with water and drying and stacking, acid washing of selected glass wares for biochemical studies, swabbing of work bench tops on daily basis to maintain sterility, sterilization and packing of carrier material for bionoculant formulation, preparation and sterilization of liquid medium for bionoculant mass-multiplication, sealing of formulation packets and their storage/transportation to ATIC for sale. Irrigation of the field with sprinkler Input/Fertilizer and pesticide application as per the treatment requirement for each crop Nut study and harvesting of intercrops	More than 400 soil and other sample for processing, 20-30 I media / regents weekly, sub-culturing of 1200 cultures, Two sterilization runs daily in autoclave for sterilization and de-sterilization, Decontamination of 500 nos. of glasswares weekly, disposal of spent media. 20 litre distilled water daily, More than 200 kg of talc / carrier material packing and sterilization for bioinoculant formulation. Final packing and sealing of Kera Probio, kalpa soil care and Kalpa organic gold.	4,70,112.00 (Entire Work)	4,70,112.00 (One Year)

Reviewed by   
 Ramesh Naik B.N.

12	<p><b>Assisting the scientist in the following works:</b></p> <ul style="list-style-type: none"> <li>• Processing soil samples (grinding, sieving)</li> <li>• Preparation of required reagents for analysis</li> <li>• Extraction and analysis of soil samples for pH, EC, organic carbon, Total N and Av.P, K &amp;S, analysis of Ca, Mg, Fe, Mn, Cu, Zn and B using AAS.</li> <li>• Data tabulation of analysed samples in the computer.</li> <li>• Processing of leaf samples (cutting, grinding) and wet digestion of leaf samples.</li> <li>• Analysis of leaf samples for N, P, K, &amp; S, analysis of Ca, Mg, Fe, Mn, Cu, Zn and B using AAS.</li> <li>• Data tabulation of analysed samples in the computer.</li> </ul> <p><b>Note:</b> Persons involved in this work should have experience in the chemical laboratory work, and basic computer work.</p>	4,000 samples	7,78,800.00	7,78,800.00 (One Year)
19	Cleaning of fence for making fire belt, collection of leaves, spathes, debris and transporting and powdering using Bio-shredder, machines, mulching the shredder materials on the coconut basins. Taking preparatory measures for ploughing plots.	50 Ha. (Entire work)	8,20,100.00	8,20,100.00 (One Year)
20	Operating weed cutting machine and power sprayer etc in the farm ( <b>Daily basis</b> )	3,000 hrs.	4,56,660.00	4,56,660.00 (One Year)
22	Cleaning of all office which includes cleaning all the bath rooms and toilets of office building, sweeping, moping rooms and verandas, cleaning cob webs, sweeping cleaning office premises and any other works assigned by the farm in charge. The cleaning of the office rooms should be completed before 9.30 am every working days.	7,000 sqm (25 working days/ month)  (Entire work for 12 months)	9,18,630.00	9,18,630.00 (One Year)
<b>Grant Total Including GST @ 18% in (Rs.)</b>				<b>34,44,302.00</b>

**(Rupees Thirty Four Lakh Forty Four Thousand Three Hundred and Two Only)**

**Terms & Conditions**

1. The works should be carried out under the supervision of Scientists / Technical Officers (Crop Production Crop Improvement Division), 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/EPI 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. 3,44,430/- (Rupees Three Lakhs Forty Four Thousand Four Hundred and Thirty 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.

**Encl:** Agreement

Yours faithfully,

  
Asst. Administrative Officer (Estate)

**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 Technical Officer, Crop Improvement, CPCRI, Kasaragod.
4. The Sr. Fin. & Accounts Officer CPCRI, Kasaragod.
5. The DDO, CPCRI, Kasaragod.
6. The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkannad, Kochi-682 03
7. Website / Guard file.