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F.No.40(2)36/2017-Estate

Dated: 06.08.2018

Shri.Ganesh Rai
Valamale House,
Perdala P.O
Kasaragod

Sub: Contractual work – reg.
Ref: Your quotation dated 30.07.2018

Sir,

With reference to your quotation cited above, order is hereby placed for executing the following works for **02 months (July - August, 2018)** at CPCRI, Kasaragod as detailed below.

Sl. No.	Description of work	Rate (Rs.)
01	Cleaning of all office which includes cleaning all the bath rooms and toilets of office building, sweeping, moping rooms and verandas, cleaning of guest houses hostel as and when required, 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 day.	Rs.1,03,000.00 for Two (02) months. (Rate for Entire Work)
Total Rs.		1,03,000.00
(Rupees one lakh three thousand only)		

Term & Conditions:-

1. The works should be under the supervision of Shri.K.Balakrishna, TO (Farm), CPCRI, Kasaragod.
2. The Institute will not be responsible for the loss or damage/casualty, if any, while executing the work.
3. Any loss or damage etc. caused to the Institute properties while carrying out the works should be made good or else necessary action will be initiated to recover the same.
4. 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.
5. Payment for service contract will be made on completion of work to our satisfaction and submission of pre-receipted bill.
6. The Director of the Institute will be at liberty to forfeit the Performance Security amount in full or part thereof in the event of non-completion of the awarded work and to our dissatisfaction.

7. The Director of the Institute reserves the right to terminate the contract at any time without prior notice
8. 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.
9. Income Tax will be deducted from the payments due for the work done as per rules. Further it is the responsibility of the contractor to remit all the taxes to concerned authority directly by the contractor. After remittance copy of the same should be submitted to this office.
10. Income Tax will be deducted from the payments due for the work done as per rules.
11. Any misconduct/misbehavior on the part of the person provided by the contractor will not be tolerated and he will have to be replaced immediately.
12. Performance security equivalent to the amount of 5% of the contract value i.e. **Rs.5,150/- (Rupees five thousand one hundred and fifty only)** may be furnished in the form of an A/C payee DD/FD or bank Guarantee from the commercial bank in an accepted form (Performance security should remain valid for a period of 60 days beyond date of completion of all statutory and contractual obligation of the contractor)

Please acknowledge receipt of the work order immediately.

Yours faithfully.

Asst. Administrative Officer (Estate)

Copy to:

- 1) The Scientist In-charge (Farm), CPCRI, Kasaragod
- 2) The Technical Officer (Farm), CPCRI, Kasaragod
- 3) The Sr. Fin. & Accounts Officer CPCRI, Kasaragod.
- 4) The DDO, CPCRI, Kasaragod
- 5) The Asst. Labour Commissioner (Central). Office of the Regional Labour Commissioner, Kendriya Shram Sadan, Olimugal, By Pass Road, Kakkanad, Kochi-682 030
- 6) Website