



F.No.40(2)36-2018-Estate (C-Impr)

Dated: 05.11.2019

Shri.Ramesh Naik B.N
Sri Vinayaka Nilaya
Ballimogaru
P.O Kudlu
Kasaragod – 671 124

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

Ref: 1. This office work order of even no. dated 16.07.2018 & 30.09.2019.

2. Your bid 40(2)/36/2018-Estate (C-Impr) dated 23.05.2018.

Sir,

In continuation of this office work order (1) cited above, duly accepting the terms & condition appended in the tender document (Sl.No.19 & 25),, order is hereby placed for extending the **Job Contract Work in Farm & Lab – Crop Improvement Division {1 (B.T)}** of this Institute on contract basis for the period from **01.10.2019 to 31.10.2019 (01 month)** as detailed below:

Sl No	Description of work	Approx Qty.	Rate (Rs.)	Amount (Rs.)
1.	Item No.1(Biotechnology) Cleaning of Glasswares Removal of media from culture tubes , conical flasks, Petri Dishes, Culture Bottles, Socking of culture tubes, conical flasks, Petri dishes, culture bottle in detergent solution (overnight) followed by brushing & cleaning. Drying of glasswares in hot air oven.	1,000 Test tubes 100 conical flasks 1,000 Petri dishes 25 measuring cylinders 100 reagent bottles 100 small vials	2,92,881.00 (One Year)	24,407.00 (One month)
	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 & autoclaving.			
	Cleaning of Lab Regular dusting & 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.	33 units		
	Preparation of cotton plugs	200		
	Preparation of potting mixture	10 Kg		
			Total(Rs.)	24,407.00

(Rupees Twenty Four Thousand Four Hundred and Seven only)

Payment for service contract will be made on satisfactory completion of work and submission of pre-receipted bill along with GST payment receipt if applicable. (If Nil return the receipt for the same from the concerned authority should enclose).


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.

Remittance of the final bill based on the full settlement of all the dues if any to Government / Institute

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)

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