



No.40(2)36-2018-Estate (C-Prod.)

Dated: 19.07.2019

Shri P. Gangadhara Alva
Pithru Kripa
Badiaduka
Kasaragod

- Sub: Job Contract Work in Farm & Lab – Crop Production Division at CPCRI, Kasaragod – reg.
Ref: 1. This office work order of even no. dated 02.07.2018 & 03.07.2019
2. Your bid 40(2)/36/2018-Estate (C.Prod.) dated 16.05.2018.

Sir,

In continuation of this office work order (1) cited above, duly accepting the terms & conditions appended in the tender document, order is hereby placed for extending the **Job Contract Work in Farm & Lab – Crop Production Division (Item No.3)** of this Institute on contract basis for the period from **01.08.2019 to 31.08.2019** as detailed below:

Sl. No.	Description of work	Approx Qty.	Rate (Rs.)	Amount (Rs.)
3.	Item No.3 Micro biology:- Assisting in collection and processing of soil samples, vermicompost and coir pith compost, etc., their drying, grinding and sieving, preparation of analytical reagents, different chemical media, their sterilization, pouring of sterilized media in tubes and plates, transfer of microbial cultures to slants for their subculturing, decontamination and disposal of inoculated media, treatment of decontaminated glasswares, their washing with water and drying and stacking, sterilization and packing of carrier material for bioinoculant formulation, preparation and sterilization of liquid medium for bioinoculant mass-multiplication, sealing of formulation packets and their storage/transportation to ATIC for sale	More than 200 soil and other samples for microbial analysis, 20-30 L media/reagents weekly. Two sterilization runs daily in autoclave for sterilization and de-sterilization. Decontamination of 500 nos. of glass wares monthly. More than 50 kg of talc/carrier material for bio-inoculants formulation. (August, 2019)	3,12,996/- Entire Work (One Year)	26,083/- (One month)
Total (Rs.)				26,083.00

(Rupees twenty six thousand and eighty three 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).

Contd. .

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 AHD, Crop Production Division and Chairman Contractual Service Committee, CPCRI, Kasaragod.
2. Dr. Alka Gupta, Principal Scientist, Microbiology, Crop Production, 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, Byc Pass Road, Kakkanad, Kochi-682 03
6. Website.
7. Guard file.