



F.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
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 & condition appended in the tender document, order is hereby placed for extending the **Job Contract Work in Farm & Lab – Crop Production Division (Item No.15)** of this Institute on contract basis for the period from **01.07.2019 to 31.08.2019 (02 months)** as detailed below:

<p>5. Item No.15 Farm:- Maintenance of garden in the CPCRI premises (Main campus, Sagar, Kalpaka and Chandragiri guest houses premises which includes)</p> <ol style="list-style-type: none"> 1. Day to day maintenance and keep up of the garden at the CPCRI premises including lawn in the campus (removing the weds, watering and applying the fertilizers, pesticides etc. to the plants) 2. Periodical moving the lawn with lawn mover – area 2500 sqm (approx.) 3. Flower pots approximate 750 nos, cleaning watering and applying the fertilizer /pesticide etc 4. De potting of flower pots and planting of flower plants as per the instructions (500 nos) 5. Arranging and display of ornamental plants at office premises/ conference hall as and when required. 6. Trimming of border plants periodically cutting, levelling, watering, applying fertilizers/ pesticides etc. (500 nos) 7. Trimming of hedge plants like <i>phyllanthus. Durenta. Acalypha</i> (600 nos) 8. Maintenance of garden type VI quarter (Director of CPCRI), including weeding, cleaning, watering etc. <p>NB: The work should be undertaken by gardener possessing at least two year's experience in the field of garden works.</p>	<p>Entire work (July & August, 2019)</p>	<p>5,49,000/- (01 Year)</p>	<p>91,500/- (02 months)</p>
<p style="text-align: right;">Total(Rs.)</p>			<p>91,500.00</p>

(Rupees ninety one thousand and five hundred only)

Contd/...

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 AHD, Crop Production Division and Chairman Contractual Service Committee, CPCRI, Kasaragod.
2. Dr. Subramanian, Principal Scientist, Crop Production, CPCRI, Kasaragod.
3. The ACTO / TO (Farm), 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, Byc Pass Road, Kakkanad, Kochi-682 03
7. Website.
8. Guard file.