



Phone: 0232-222036
 Fax: 0232-222036
 E-mail: karsa@karsa.org



F.No.40(2)36-2018-Estate (SS)

Dated:05.11.2019

M/s Vishal
 Manpower & Security Consultants
 #6, Kamala Towers, Near Urva market
 Ashok Nagar P.O, Mangalore – 575 006

Sub: Job Contract Work in Canteen at CPCRI, Kasaragod – reg.
 Ref: This office work order of even no. dated 02.07.2018 & 28.09.2019

Sir,

In continuation of this office work order cited above,, duly accepting the terms & condition appended in the tender document, order is hereby placed for executing the Job Contract Work in Canteen of this Institute on contract basis for the period from 01.11.2019 to 31.01.2020 (03 months), as detailed below.

Item No	Description of work	Timings	Rate(Rs.)	Amount(Rs.)
Canteen				
1	Sweeping and moping canteen building floor area (inclusive of toilet area) - 320 sq. mtrs.	Twice in a day (morning and evening on working days of the institute.	8,38,721.00 (For One Year)	2,09,680.00 (For 03 months)
2	Cleaning of dish plates / glass etc. after breakfast and lunch (about 100 persons for breakfast and 150-200 for lunch)	Breakfast- 8.30 to 9.30 AM Lunch 12.30 to 2.00 PM		
3	Serving tea and snacks to staff members of the institute at their respective seats.	Morning: 10.00 to 11.00 AM Evening: 2.45 to 3.45 PM		
4	Assisting in cooking, vegetable and fish cutting for preparing breakfast and lunch for 150 members	All working days from 8.30 AM to 4.00 PM		
			Total(Rs.)	2,09,680.00

(Rupees Two Lakh Nine Thousand Six Hundred and Eighty 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 Hon.Sec.Canteen., CPCRI, Kasaragod
2. The Chairman Contractual Service Committee. CPCRI, Kasaragod.
3. The Technical Officer, Canteen, 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, Kakkanad, Kochi-682 03
7. Website.
8. Guard file.