



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड, केरल - 671 124 भारत
ICAR - Central Plantation Crops Research Institute
Kasaragod - 671 124, Kerala, India
(An ISO 9001:2008 Certified Institution)



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F.No.40(2)36-2019-Estate (C-Impr)

Dated: 31.10.2019

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

Sub: Job Contract Work in Farm & Lab - Crop Improvement Division at CPCRI, Kasaragod - reg.
Ref: Your bid 40(2)/36/2019-Estate (C-Impr) dated 03.09.2019

Sir,

With reference to your quotation cited above, duly accepting the terms & conditions appended in the tender document, order is hereby placed for executing the Job Contract Work in Farm & Lab - Crop Improvement Division of this Institute on contract basis for the period from **01.11.2019 to 31.10.2020**, as detailed below.

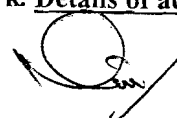
Item No.	Description of work	Approx Qty.	Rate including GST @ 18% (Rs.)	Total Amount including GST @ 18% (Rs.)
2.	<u>Assisting in analysis of experimental samples:</u> Lab equipments handling for analysis of the coconut experimental samples namely leaf/flower anatomical studies, oil estimation, tender nut water studies (Approximately 1000 samples) as directed including preparation of reagents/standards, collection of samples, preparation of samples and lab related work as directed.	Entire work	2,37,888.00 (Entire work)	2,37,888.00 (One Year)
5.	<u>Maintenance Dwarf palms at J Block</u> <u>Which includes following operations:-</u> 1. Timely machine weeding at least three rounds as directed. 2. Incorporation of organic manure/application of chemical fertilizer etc., during August/September (Manures and fertilizers will be provided departmentally). 3. Plot cleaning, by removing fallen leaves ,barren nuts, bunch waste etc. 4. Weeding in the trench/half moon bund and-strengthening of the bund with pineapple gap filling, including fertilizer application for pineapple suckers. 5. Removal of dead seedlings/palms as and when required and replanting/gap filling including shading. 6. Hose irrigation to Pineapple suckers as well as coconut palms once in week. 7. Crown cleaning of palms. Prophylactic treatment and leaf axil filling of insecticide/fungicide(Three rounds as directed) and required need based protection measures (spraying/axil filling) as directed. 8. Mulching the coconut palm basin with coconut husk/shredded materials (including transportation of materials from campus)as directed. 9. Maintenance of drip irrigation system - which includes laying of lateral pipes and putting micro tubes 30cm depth and 1M away from the bole, laterals should be buried 20cm depth.	3.5 Acre Entire work for One year	4,10,640.00 (Entire work)	4,10,640.00 (One Year)

	Checking the motor, flushing the filter/pumps/micro tubes. Collection of coconut leaves mulching the basins of coconut palms, basin cleaning, providing fertilizers 6 times through fertigation/manually method as directed. The total duration of irrigation period is seven months tentatively from November 2019 to May 2020. However exact date for start and completion of irrigation will be decided based on the monsoon pattern, which will be intimated to the contractor by the concerned staff. Removing and tying drip irrigation pipes during onset of monsoon.			
6	Seed Nuts sowing in poly bag: Preparation of potting mixture including transportation of sand mixed soil from the campus. Leveling the poly bag nursery area, bag filling, Transporting and shorting of the nuts and sowing seed nuts in the poly bag and numbering the bags.	(6,000 Nuts.approx.)	34.22 per poly bag	2,05,320.00 (One Year)
10	Characterization of palms and experimental seed production on coconut Measuring morphological data on palms, fruit development of mature and tender fruits, experimental seed production. Pollination work and fruit development studies in related palms. Monitoring mother palm and recording data, Labeling and processing of pollen, counting nut setting. Approximately 100 Palms for fruit development throughout the year and pollination work in selected palms from November, 2019 to May, 2020.	100 Palms Approx. (Entire work)	7,59,920.00	7,59,920.00 (One Year)
13	Maintenance of DUS plot in 'G' block. Maintenance of plot and weeding the seedlings, removal of dead seedlings and gap filling, base opening and fertilizer application as directed. Prophylactic treatment two rounds. Taken morphological observation of palms. Machine weeding 2 times as directed.. Maintenance of Drip irrigation system including laying of lateral pipes and putting micro pipes (4 nos.) 30cm depth and 1M away from the bole, laterals should be buried 20cm depth. Regular checking the motor, flushing the filter/pumps/micro tubes. The total duration of irrigation is seven month tentatively from November, 2019 to May, 2020, however exact date for start and completion of irrigation will be decided based on the monsoon pattern, which will be intimated to the contractor by the concerned staff. Removing and tying drip irrigation pipes during onset of monsoon. (Total Area = 1.75 acre 368 Seedlings)	Entire work	2,05,320.00	2,05,320.00 (One Year)
16	Bunch wise harvesting the matured nuts of previous year pollination. Marking harvested nuts with palm, bunch & nut number, sorting and transporting to seed storage shed. Rope harvest as and when required as directed.	7,0000 nuts Approx.	Rs.6.962 per nut	4,87,340.00 (One Year)
Grant Total including 18% GST (Rs.)				23,06,428 .00

(Rupees Twenty Three lakhs Six thousand Four Hundred and Twenty Eight only)

Terms & Conditions

1. The works should be carried out under the supervision of HD/Scientists/Technical Officers (Crop Improvement), CPCRI, Kasaragod.
2. The Institute will not be responsible for the loss or damage/casualty, if any, while executing the work.
3. The rate quoted shall be valid for a minimum period of one year.
4. Any loss or damage etc. caused to the Institute properties while carrying out the works should be made good else necessary action will be initiated to recover the same.
5. The Contractor should obtain certificate of registration under contract labour (Regulation & Abolition) Act1970, from the Regional Labour Commission (Central) Kochi and comply with all the provision of Act.
6. The contractor/Agency shall be at the responsibility to comply with the requirements under the Labour Act/EPF Act/ESI Act/minimum wages Act etc. towards the personnel engaged for executing the contract work of this Institute.
7. **Payment for service contract will be made quarterly on satisfactory completion of work. Details of actual work period along with Item number should be mentioned in the work bill.**

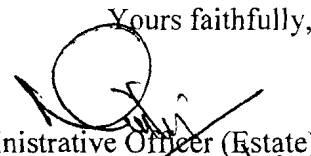


8. **Pre-receipted bill, GST payment receipt & wage slips are mandatory for processing the bill. The wages slip should indicate complete details of Minimum wages, ESI, EPF & etc., given to the employee and a copy of the same should be submitted along with bill, without which the bill will not be entertained for payment.**
9. The Director of the Institute will be at liberty to forfeit the Bid Security/Performance security amount in full or part thereof in the event of unsuccessful completion of the awarded work.
10. The Director of the Institute reserves the right to terminate the contract at any time in case of violation of agreement.
11. 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.
12. The person provided should maintain discipline in the premises of the Institute. Any misconduct/misbehavior on the part of the person provided by the contractor will not be tolerated and he/she will have to be replaced immediately.
13. Income Tax will be deducted from the payments due for the work done as per rules.
14. **Performance security** equivalent to the amount of **10%** of the contract value i.e. **Rs. 2,30,643/- (Rupees Two Lakhs Thirty Thousand Six Hundred and Forty Three Only)** may be furnished in the form of an A/C payee DD/FD or Bank Guarantee from the commercial bank in an acceptable form. Performance security will be released after 60 days from the liability period beyond date of completion of all statutory and contractual obligations, provided that the contractor **has attended to all the complaints** within the liability period. Bid security will be refunded immediately on receipt of performance security. The dues if any, not settled by the agency will be recovered from the security deposit.
15. An agreement in a stamp paper value of **Rs.200/-** should be executed based on which the first payment will be made. GST or any other Tax applicable or made applicable as per the latest notification of Govt. of India after awarding the contract in respect of this contract shall be payable by the contractor and this Institute will not entertain any claim whatsoever in this respect. However the Service taxes or any other tax which is as per the rules of the Govt. shall be deducted at source from bills, as per rules / instructions made applicable from time-to-time by Govt.
16. **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. NO BILL WILL BE ENTERTAINED WITHOUT DETAILS OF GST REMITTANCE, ESI & EPF, MUSTER ROLL/ATTENDENCE, WAGES SLIP FOR THE PARTICULAR WORK PERIOD FOR PAYMENT.**
17. Any compensation paid to the worker or parties hired through Contractor, shall be recovered from the Contractor as per the guidelines issued by ICAR vide O.M No. Admn-22(6)/2018-Estt.III dated 31.07.2018.
18. **The Contractor should display a board in the work place containing, Address of the Firm / Contractor, GSTIN (both Firm and ICAR-CPCRI, Kasaragod), No. of Workers, Minimum Wages, etc.**
19. The Contractor/agency will be responsible for contribution towards the ESI / EPF etc.
20. Remittance of the final bill based on the full settlement of all the dues, if any, to Government / Institute.
21. Bad workmanship shall be rejected summarily.
22. Director, ICAR-CPCRI, Kasaragod reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.

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.

Encl: Agreement

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, Kakkanad, Kochi-682 03
8. Website / Guard file.