



कृषि-वन्य-संरक्षण; कृषि-संरक्षण वन्य-संरक्षण केन्द्र

कृषि-संरक्षण केन्द्र, जयपुर; जयपुर & 284003

ICAR - Central Agroforestry Research Institute

Near Pahuj Dam, Gwalior Road, Jhansi (UP) -284003

☎ : 0510 – 2730214, 2730154 Fax : 0510 – 2730364 Web : www.cafri.res.in



F. No : 3-28/2019-20

Dated : 16th July, 2020

Tender Id No. : 2020_DARE_571741_1

NOTICE INVITING OPEN TENDER ENQUIRY THROUGH E-TENDERING PROCESS

TENDER FOR THE JOB / WORK CONTRACT FOR PROVIDING SWEEPING, ELECTRICAL, AGRICULTURAL & ALLIED SERVICES - “AGRICULTURAL ACTIVITIES” AT ICAR- CENTRAL AGROFORESTRY RESEARCH INSTITUTE, NEAR PAHUJ DAM, GWALIOR ROAD, JHANSI - 284 003 (U. P.)

The ICAR – Central Agroforestry Research Institute, Jhansi invite online Open tender enquiry in Two Bids Systems through e-tendering from reputed firms with adequate experience for Annual Job / Work Contract for providing Sweeping, Electrical, Agricultural & Allied Services- “Agricultural Activities” at ICAR – CAFRI, Near Pahuj Dam, Gwalior Road, Jhansi. The details of the scope of work, schedule of requirement, terms & conditions of the contract are given below:

TENDER NUMBER	3-28/2019-20 Dated 16 th July, 2020
DESCRIPTION OF WORK	Annual Job / Work Contract for providing Sweeping, Electrical, Agricultural & Allied Services- “Agricultural Activities” at ICAR - CAFRI, Jhansi, Near Pahuj Dam, Gwalior Road, Jhansi.
TYPE OF TENDER	Two bid system (Technical & Financial)
DATE AND TIME FOR PUBLISHING	16.07.2020 at 18.00 PM
PRE-BID MEETING DATE AND TIME	22.07.2020 at 11.00 AM
DOCUMENT DOWNLOAD START DATE AND TIME	23.07.2020 at 11.00 AM
BID SUBMISSION START DATE AND TIME	24.07.2020 at 11.00 AM
DOCUMENT DOWNLOAD END DATE AND TIME	10.08.2020 at 12.30 PM
BID SUBMISSION END DATE AND TIME	11.08.2020 at 12.30 PM
DATE AND TIME OF OPENING OF TENDER (TECHNICAL BID)	12.08.2020 at 12.30 PM
DATE AND TIME OF OPENING OF TENDER (FINANCIAL BID)	Will be notified after evaluation of Technical bids on our web-site www.cafri.res.in . Biding firm should mention their email id, phone no., Fax no. for information of date of opening of financial bid.
BID VALIDITY	120 days
EMD	Rs. 1,00,000/- (Rupees One Lakh only) in the form of Demand Draft/ Banker's Cheque in favour of ICAR Unit, CAFRI, Jhansi payable at Jhansi. (no other mode will be accepted)
Submission of BID	Online bid (Technical & Financial) uploaded on CPP Portal (www.eprocure.gov.in/eprocure/app). Hard copy of tender Fee and EMD in acceptable form (DD/Banker's Cheque) must reached to Store-Purchase, ICAR - CAFRI, Jhansi before the bid submission closing date and time through Preferably Speed post / Registered post / Personely submitted in Store-Purchase Section. Note: As Institute is in remote locality and many courier services are not given their services daily for delivering the dak from our previous experience, due to which Tender Fee / EMD are not reached in time at ICAR - CAFRI Jhansi.
Details of tender	Tender Documents and Notice is also available on CAFRI Website www.cafri.res.in . and CPP portal Id No. 2020_DARE_571741_1

Important Notes :

1. Tender Documents can be downloaded from ICAR - CAFRI, Jhansi website www.cafri.res.in OR from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enrol / register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
3. ICAR - CAFRI, Jhansi reserves the right to accept/reject any/all tenders in part /full at any stage without assigning any reason thereof.
4. ICAR - CAFRI, Jhansi will not be responsible for any delay in enrolment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website www.eprocure.gov.in and enrol their Digital Signature Certificate and upload their quotation well in advance.
5. Any changes/corrigendum/ extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website & <https://eprocure.gov.in/eprocure/app> for updates.

Terms and Conditions of tender document :

1. EMD amounting to Rs. 1,00,000/- (Rupees One Lakh Only) through Demand Draft/ /Banker's Cheque in favour of "ICAR Unit - CAFRI" payable at SBI, Karari Branch, Jhansi should be sent through post / submit in person up to the last date & time of acceptance of bid to Store-Purchase Section, ICAR - CAFRI, Jhansi along with duly filled and signed GAR-43 form as attached with the tender document for refund of EMD and a scanned copy of the Demand Draft/Banker's cheque should be attached in online bid as mentioned under technical bid. The EMD of the unsuccessful tenderer shall be refunded after the finalization of the order. No interest shall be paid on EMD.
2. Bidder should prepare the EMD as per the instructions specified in the tender document. The original EMD should be sent by post/ submit in person to the Store Purchase Section, ICAR-CAFRI, Jhansi latest by the last date & time of bid submission. Failure to deposit the earnest money (EMD) in Store-Purchase Section, ICAR - CAFRI, Jhansi up to due date and time through offline mode will lead to rejection of bid. The details of the DD/Bankers Cheque physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
3. No interest on Security Deposit and earnest money shall be paid by the CAFRI to the bidder/tendere/agency.
4. While quoting the rate the contractor must take into consideration the relevant government rules like providing weekly off, payment of minimum wages as per government rule, payment of EPF, ESI, GST (if applicable) & other statutory obligations as per Govt. rules. **The consolidated amount to be charged has to be indicated in Indian Rupees in the Financial bid in XLS format in BOQ of e-tendering. The conditional offer(s) shall, in no case, be accepted.** Contractor/firm/agency has pay applicable minimum wages fixed by Central Government/Uttar Pradesh State whichever is higher with the intimation to Incharge Farm Section, ICAR-CAFRI. **The Institute shall not bear any extra charge on any account whatsoever.** The agency is supposed to work on job work/contract basis and as such there will not be any separate payment for working on Saturdays, Sundays or other holidays etc. and the same is to be included in the Job/work/monthly/Per day charge claim in the tender by the Contractor.
5. **Digitally signed tender document should be uplodod by the authorized signatory / contractors / firms.**
6. **The criteria details of Job/work contract nature are of four types i.e., Unskilled work:** means work which involves simple operations requiring little or no skill or experience on the job. **Semi-Skilled work:** means work involves some degree of skill or competence acquired through experience on the job and which is capable of being performed under the supervision or guidance of a skilled employee and includes unskilled supervisory work. **Skilled work means** work which involves skill or competence acquired through experience on the job or through training as an apprentice in a technical or vocational institute and the performance of which calls for initiative and judgement. **Highly skilled work means** work which calls for a high degree of perfection and full competence in the performance of certain tasks acquired through intensive technical or professional training or practical work experience for long years and also requires a worker to assume full responsibility for the judgement or decision involved in the execution of these tasks (As per Gazette of India No. 1126 dated 21.10.2005)
7. Agricultural related works are exempted from service tax according to rule 66D of GST act. However GST, if applicable, the deposition of GST will be liable to contractor. No GST will be paid by Office and contractor has to pay.
8. The contractor shall have no claim to compensation for any loss sustained by him by reasons of having employed personnel or purchased machines and material for the work.
9. The Institute is not bound to accept the lowest or any other tenders and also reserve the right to accept the tenders in whole or in part.

10. Contractor/firm/agency may bid to tender for the whole or any portion.
11. Job/Work Contract order will be awarded to the lowest bidder against each item who will fulfil all terms and conditions of tender documents along with work performance and reasonability of rate.
12. The bill for payment will be processed only after the receiving of documentary evidence for payment of minimum wage, EPF, ESI etc. The firm shall be responsible for maintaining the record related to wages, EPF, ESI etc as per prevailing Acts./order of GOI/UP. The records maintained so will also be open for inspection time to time.
13. If any dispute arises between the firm and its manpower in the matter of wages or any service conditions the same will be settled amongst the agency and the workers engaged by it themselves. ICAR - CAFRI in no case shall be a party to such a dispute.
14. The payment of job/work contract is to be made by the contractor/firm agency before 10th of every month through account payee cheque in the presence of Incharge Farm Section/authorized officials of ICAR-CAFRI, Jhansi. In case of delayed payment penalty of atleast 10% of the bill amount will be imposed on the contractor by the ICAR-CAFRI. The bill should be submitted to Farm Section only after Payment to the workers. The payment to contractor will be made through e-payment. A copy of ESI Challan and ECR indicating name of the workers with their EPF contribution will be submitted by the firm to the Incharge Farm Section, ICAR-CAFRI, Jhansi. If any complaint is received with regard to these matters, the action will be taken against the firm and concerned authorities will be asked to take legal action against the firm. ICAR-CAFRI will not at all be liable.
15. The rates submitted by the tenderer shall not be allowed to withdraw. Non-accepting of Job/Work Contract order will be treated as failure on the part of tenderer & the Earnest Money/ Security Deposit/ Performance Security is liable to be forfeited.
16. Intending tenderers should have valid registration required for the above mentioned tender.
17. No advance or part payment will be made. Payment shall be made electronically only within a reasonable period after completion of the work as per tender terms and conditions and after satisfactory verification of the work by the concerned technical person/officer/Committee of the Institute assigned for supervision of this work. Bank Account details for making e-payment must be provided along with the Bill.
18. The financial bid (Cover-II) of only technically qualified firms will be opened.
19. The tendering firm has to assess carefully the scope of work with specific reference to job/work. For any clarification(s) as to the tender/scope of work or inspection of the premises, the prospective bidder may enquire on **pre-bid meeting date 22nd July, 2020 and time 11.00 AM.**
20. The firm is being permitted to give tenders in consideration of the stipulations on the his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the EMD will be forfeited by the CAFRI. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him, in the manner prescribed by CAFRI.
21. The contract shall normally be awarded for a period of one year from the date of award or any shorter period that may be decided by the ICAR-CAFRI. The Contract will be strictly monitored as per Scope of work given in respect of minimum standard. In case any shortcomings or deficiencies are noticed during the currency of contract period or any other contractual dispute, the contract can be terminated by giving one month notice. The decision of Director, ICAR-CAFRI in this regard shall be final and binding. The rates quoted by the Agency shall be fixed for the period of the contract and no request for any change/ modification shall be entertained before expiry of the period of the contract. The contract can be extended for further period of as per need basis (upto one year) on the subject to satisfactory performance of the firm on the same terms & condition and rates.

22. Annual Contract will be awarded to the lowest bidder L1 (Constant Service Charge/Profit Margin per point/per person which includes all other liability such as transportation of the labour and risk factor engaged in Job Work/point) in financial bid separately for each category of worker as mentioned in this tender who will fulfil all terms and conditions of tender documents along with reasonability of rate.
23. If more than one bidder are L1, CAFRI will award the contract to all these firm/contractors and the work order will be award to all these firms on the discretion of the Competent Authority on monthly/quarterly basis or as per requirement.
24. **Minimum wages, VDA, EPF, ESIC as per GOI, Ministry of Labour and Employment, Office of the Chief Labour Commissioner (C), New Delhi and UP Govt. (whichever is higher) for the worker engaged in Agriculture and payable by CAFRI to Contractor for payment to contract labour. Bidder will also give their attention for filling the Financial Bid BOQ i.e., O.M. No. 29(1)/2014-PPD dated 28.01.2014 of Department of Expenditure, Ministry of Finance, Bids quoting 'Nil' charges/consideration shall be treated as unresponsive bid and it will not be considered. No request for alteration in the service charge rates once quoted will be permitted during contract period. While in a separate clarification issued by Ministry of Commerce & Industry, Department of Commerce vide their letter No. 31/14/1000/2014-GA dated 17.09.2014, it has been mentioned that quotations offered over and above the minimum wages of the Central/State Govt. as applicable pertaining to Service charges/Administrative charges quoted by the bidder necessarily has to be over and above Zero percent. Further Zero percent includes all derivatives of Zero up to 0.9999 and thereof. Any service charge not adhering to the above guidelines should be considered unresponsive and such bid should not be considered.**
25. If the contract is terminated on the grounds of glaring shortcomings or deficiencies during the currency of its tenure including extended tenure, if any, the ICAR-CAFRI shall have all rights to make suitable alternative arrangements for a period of 45 days from the date of such termination or till a new tender is finalized whichever is earlier and the difference in cost, if any, will be borne by the agency/contractor.
26. The Director, ICAR - CAFRI, Jhansi, reserves the right to reject any or all quotations in whole or in part without assigning any reason thereof at any stage. The decision of Director, ICAR – CAFRI, Jhansi shall be final and binding on the Contractor/Agency/firm. Director, ICAR-CAFRI also reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the ICAR-CAFRI for any justifiable reasons, not mandatory to be communicating to the tenderer.
27. It is the obligation of the agency to follow the minimum wages issued by the appropriate Government under Minimum Wages Act, 1948. The ICAR-CAFRI shall have no liability, financial or otherwise, for any harm/damage/injury caused to the manpower/machinery deployed by the firm in the course of performing work of this Institute. Neither the firm nor it worker shall have any claim on ICAR-CAFRI for compensation or financial assistance on the account.
28. It shall be the responsibility of the firm to comply with all the provisions of Acts, statutory requirements and Government instructions. If any statutory provision of any statute is violated in general concerning the work force employed and in regard to welfare of the personnel engaged for the work in particulars, then the Security deposit/performance security will be confiscated and firm will be blacklisted, as decided by the ICAR-CAFRI authority.
29. The personnel deployed by the Agency should not have any police records/criminal cases against them. The Agency should make adequate enquiries about the character and antecedents of the persons whom they are deploying. The Contractor will provide Name, Address, Telephone No & Photographs of its employees deployed at ICAR-CAFRI, Jhansi to the Incharge Farm Section & Security.
30. That no right, much less a legal right shall vest in the contractor workers to claim/have employment or otherwise seek absorption in the ICAR-CAFRI nor the contractor workers shall have any right whatsoever to claim the benefits and / or emoluments that may be permissible or paid to the employees of the ICAR-CAFRI. The worker will remain the employees of the Agency/Contractors

and will be the solely responsibility of the Agency to make it clear to their worker before deputing on work at ICAR-CAFRI, Jhansi. There is no Master and Servant relationship between the employees of the service provider and the ICAR-CAFRI, Jhansi and further that the said personnel of the service provider shall not claim for any employment or absorption in the ICAR-CAFRI, Jhansi by virtue of their engagement for this work.

31. The service provider's personnel shall not claim any benefit / compensation/ regularization/ absorption of services from the Council under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970 etc. The tenderer/ contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act. The Agency/Contractor shall abide by all laws of the land including Labour Laws, Company Act, tax deduction liabilities, Welfare measure of its employees and all other obligations in such cases and are not essentially enumerated and defined herein, whatsoever.
32. The contractor shall keep himself fully informed of all acts and laws of the Central and State Government, all orders, decrees of statutory bodies, tribunals having jurisdiction or authority, which in any manner may affect their engaged or employed staff and anything related to carry out the work. All the rules & regulations & bye-laws laid down by the local bodies and any other statutory bodies shall be adhered to, by the contractor, during the execution of work.
33. The service provider's personnel shall not divulge or disclose to any person any details of office, operation process, technical know-how, security arrangements, administrative and organizational matters as all of these are confidential in nature.
34. The employees for the contractor shall be of good character and of sound. The service provider shall ensure proper conduct of its personnel in office premises, and enforce prohibition of consumption of alcoholic drinks/drugs, chewing of pan/Gutka, smoking, using speakers for listening to music and loitering without any work. The workers should not be below the age of 18 years and not more than 55 years and also of good health.
35. The service provider shall replace immediately any of its personnel, if not unacceptable to the ICAR - CAFRI because of security risk, incompetence, conflict of interests and breach of confidentiality or improper conduct upon receiving a written notice from any staff of the ICAR - CAFRI.
36. The damage caused, if any, to ICAR - CAFRI property through the acts of the firm and/or by its workers shall be made good by the agency and decision of the ICAR - CAFRI in this regard shall be final/binding. In case of any dereliction of duty, gross neglect and unintended damage caused by contractor or its staff or otherwise any harm done to the ICAR - CAFRI, its properties, designated officials or other employees, the contractor shall be liable to make good the loss or pay compensation, refund expenditure on legal/judicial proceeding as well as pay penalty which the Director, ICAR - CAFRI may deem fit.
37. Any compensation for disengagement on account of death, disability or any mis-happening of any labors(s) provided for deployment in the ICAR - CAFRI, even if such disability manifests after the termination of the contract shall be contractor's exclusive liability. The contractor should ensure the person engaged by him for job/work contract work at ICAR - CAFRI for all coverage of causality, death or accident or illness, at their own. It is desirable that all employees are covered under an insurance cover and as per various acts and laws governing the same.
38. In the event of any loss being occasioned to the ICAR - CAFRI on account of the negligence of the duty by the Agency/Contractor's employees, the Agency/Contractor shall make good the loss sustained to the ICAR - CAFRI either by replacement or on payment by adequate compensation.
39. The contractor/firm/agency is wholly responsible to supply the personnel in the institute premises and if any accident/untoward incident happen, on account of improper workmanship with the concerned person during duty, the whole responsibility for settling the case with police/court, labour law lies with the contractor.

40. The Agency/Contractor shall not appoint Sub-Contractor to carry out any obligation under the contract and under such case agreement will be declared as void and such act of contractor will be taken as breach of Contract and resultantly his Security Deposit shall be forfeited and contract shall be terminated.
41. The ICAR - CAFRI reserves the right to ask and requires the contractor to replace any person deployed by him without assigning any reasons/notice.
42. The Agency/Contractor shall be responsible for the good conduct and behavior of its employees. If any employee of the Agency/Contractor is found misbehaving with the ICAR - CAFRI staff or other staff of Agencies working, the Agency/Contractor shall immediately withdraw such employees forthwith at their own risk and responsibility. The Agency shall issue necessary instructions to its employees to act upon the instruction given by the supervisory staff of the ICAR - CAFRI.
43. Any dispute arising out of and in relation to this agreement shall be referred the Director, ICAR - CAFRI. His decision will be binding on the contractor and amount is found due will be recovered as arrears of land revenue.
44. If tenderer does not accept the award, after issue of letter of award by Institute within 15 days, the award made shall be deemed to be withdrawn without by the contractor any notice & earnest money will be lapse.
45. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm & attached in Technical bid in e-tendering. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the ICAR - CAFRI shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the documents submitted by the bidder in Technical bids should be signed by the tenderer and scan copy of that documents attached in Technical bids in PDF Format which will be treated as original.
46. Successful bidder/s will have to deposit Security Deposit /Performance Security 10% of the quoted value of estimated value of the contract. The security deposit is to be submitted through DD/Banker's cheque in favour of ICAR - CAFRI Jhansi or through RTGS/NEFT in Institute A/c with intimation to ICAR - CAFRI within 21 days after the issue of letter of award by the Institute which shall remain with the Institute till the mentioned service period and shall thereafter be returned, without any interest, only after the successful completion of work. Performance security should remain valid for period of 60 days beyond dated of completion of all statutory and contractual obligations of supplier. In the event of non-deposition of the same, the earnest money will be forfeited. Bid security will not be linked to any pending amount in the Institute. EMD will be refunded to successful bidder, on receipt of performance security.
47. Any interest on security deposit, earnest money deposit, performance security is not admissible to be paid by the Institute to the tenderer.
48. The contractor/firm/agency has selected agency will engage sufficient number of labour force/personnel's for ICAR - CAFRI Jhansi as per labour rate prevalent in Jhansi (UP) for satisfactory performance of the work. The agency shall employ good and reliable persons with robust health of the age group between 18 to 55 years. In case any of the personnel so provided is not found suitable by the Institute, the same will be replaced by the contractor/firm, the Institute shall have the right to ask for its replacement without giving any reason thereof and the agency on receipt of a written communication will have to replace such persons immediately. The tenderer/contractor/agency shall provide documentary proof of their Staff/Supervisors with their ESI & EPF contributions registered in scan copy of Technical bid.
49. Canvassing in any form is prohibited and the tenders submitted by the contractor who resorts to canvassing are liable for rejection.

50. The contractor/firm/agency will discharge all his legal obligations in respect of the workers/supervisors to be employed/ deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Institute from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of the Director, ICAR - CAFRI, Jhansi shall be final and binding on the contractor.
51. Income Tax (TDS) will be deducted from the payments of the contractor/firm/agency as per rule.
52. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., State Govt. relating to this contract made applicable from time to time.
53. The ICAR - CAFRI shall have no liability whatsoever towards any other personal or equipment of the Agency. All statutory requirements for the workmen engaged for ICAR - CAFRI Contract work are to borne by the Agency/Firm/Contractor and shall be sole responsibility of the Agency/Firm/Contractor.
54. Since the different job contract work as mentioned in the tender will be awarded on Job/ Work Contract basis only, the workers deployed by the contractor do not have right to demand/claim for jobs, their wages and statutory/obligations from this Institute.
55. The contractor/firm/agency will be the employer for the man power deployed at this Institute and accordingly, the contractor needs to complete all legal formalities.
56. The contractor/firm/agency should ensure that the qualified and experienced persons capable for the job as per the requirement of work specified in the details of jobs to be done are provided/engaged for attending the work.
57. The workers engaged by contractor/firm/agency on job contract/work contract will not be on payroll of the Institute (ICAR – CAFRI, Jhansi) and will not be entitle to any benefit as applicable to the employee of ICAR - CAFRI.
58. The contractor shall be fully responsible for the work allotted and shall not indulge in any other activities than doing specified job allotted to them. In case of any loss/damage to institute property or its interest of contract value or violating any clause given in tender the competent authority shall be free to impose penalty as per penalty clause and deduct the same from the security deposit/EMD/performance security or any pending payment of the firm/contractor/agency with institute.
59. Risk Clause: Institute reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from EMD/Security Deposit/Performance Security or pending bills or by rising a separate claim.
60. The contractor shall himself maintain his labour force and supervisory staff as required and as directed from time to time by the indenting officer of the Institute to provide highest standards of functioning of the farms/office.
61. The supervisory staff of the contractor should be present (in attendance) at the places where job works are undertaken. Any changes made in the supervisory staffs should immediately be intimated to the OIC (Farm)/Sr. Farm Manager/Scientist In-charge/In-charges of different Section immediately.
62. The work shall not be considered as completed satisfactorily until the OIC(Farm)/Sr. Farm Manager/ Incharge / Indenter of different sections has to certified in writing that the work they have been completed satisfactorily and all the assigned jobs are completed.

63. The contractor shall keep a complaint register with his supervisor and it shall be open to verification by the authorized officer of the Institute for the purpose. Complaints should be immediately attended to by the Agency.
64. The sufficient manpower/machinery should be ensured for continuity of on going works till their completion.
65. Workers should not leave their points unless and until the reliever comes for shift duties, contractor supervisor will maintain all the register, which are kept at concerned Section.
66. Drivers engaged by the contractor/firm/agency should fulfill all the criteria (requisite driving licence, good health, Insurance etc) for driving the vehicle of ICAR - CAFRI, Jhansi for local & anywhere in India for work of ICAR - CAFRI, Jhansi as and when required.
67. **LIQUIDATED DAMAGE CLAUSE:** Whenever and wherever the contractor/firm/agency is unable to undertake the work it will be brought to the notice of the contractor by the Farm Incharge//c Concerned section/indenting officer & countersigned by the Head of Unit / or higher authority and if no action is taken within three hour liquidated damages clauses will be invoked for essential activities likely electricity & water supply related works etc. and for one day for agricultural activities etc. In non-completion of work the payment of that bill will not be paid to the contractor/firm and the equal amount of the bill will be deducted from the consequent bills of the contractor. If indenter/Incharge is unsatisfied with the work done, the bill payment for that job work will not be made and equivalent amount of that bill will be deducted from the consequent bills of the said contractor. If the work completion is late, as per schedule given to the contractor/firm/agency and intimated by the indenter/Incharge, 20% of the bill amount will be deducted by the office. If the same practice is being repeated second time, double amount of bill will be fined and deducted from the consequent bills of the said firm/contractor and for the third time, the performance security or any other payment of the contractor/firm/agency will be seized.
68. **Loss and/or Damages:** In case of any loss or damage done to the property of the Institute attributable to the personnel for the contractor, the full damages will be recovered from the Agency/Contractor.
69. Any misconduct/misbehavior on the part of the manpower deployed by the agency is undesirable untolerated and such person(s) will have to be replaced immediately by the contractor on reporting by work the indenting officer.
70. The persons so provided by the agency under this contract will not be the employee of the Institute and there will be no employer-employee relationship between the Institute and the person so engaged by the contractor in the aforesaid services. The contractor/firm/agency shall declare in writing if he is related to any officer/employee of the ICAR - CAFRI, Jhansi with details of relationship thereof along with the tender.
71. Acceptance of the job/work contract to the contract firm by the Institute will be communicated by Registered post / FAX/ Express letter/E-mail or any other form of communication. Tenderers are requested to give their FAX/E-mail numbers for early response.
72. Successful Tenderer will have to enter into a detailed contract agreement with ICAR - CAFRI on non-judicial stamp paper of Rs. 100/- (Rupees One hundred) for each work.
73. Decision of Director, ICAR - CAFRI, Jhansi shall be final for any aspect of the contract and binding to all parties. That if any dispute and difference arises between the contractor and ICAR - CAFRI, Jhansi the matter will be referred to the Sole arbitrator who will be amongst the Head of Unit / Section of ICAR - CAFRI, Jhansi, nominated by the Director ICAR - CAFRI. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
74. All disputes are subject to Jhansi jurisdiction only.

Sd/-
OIC (Stores)

Copy to: Nodal Officer, CPP Portal, ICAR – CAFRI, Jhansi for kind perusal please.

INSTRUCTION FOR ONLINE BIDS SUBMISSION :

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, **Using valid Digital Signature Certificates**. The instructions given below are meant to assist the bidders in registration on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION :

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate Authority recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their User ID/ password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS :

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender Schedules. These tenders can be moved to the respective My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

PREPARATION OF BIDS :

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents- Page 6 of 10 including the name and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/XLS/RAR/DWF forms. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS :

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidders has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee/EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be sent by post/ given in person to the Store Purchase Section, ICAR - CAFRI, Jhansi latest by the last date & time of bid submission. Failure to deposit the earnest money in office up to due date and time through offline mode will lead to rejection of bid. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download to BOQ file, open it and complete the white coloured (unprotected) Cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidders should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers. Page 7 of 10
- 9) Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS :

- 1) Any queries relating to the tender document and terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 18030702232.

SCOPE OF WORK

Tentative brief details (annually requirement) of job works at ICAR-CAFRI, Jhansi:

A. Un-Skilled category Job/ Services (Approximate 45 points)

Agriculture related activities :

Crop/tree management -Field/bund preparation; sowing of crops, vegetable, fruit trees, pit digging, planting seedlings, etc. Cleaning of farm area/bunds/channels, Fertilizer application; FYM Spreading; Irrigation; watering plants; Intercultural operations; Herbicide/Pesticides/Insecticides application; Thinning/weeding, Nursery maintenance; preparation of beds; sowing seeds & cutting, planting and raising seedlings, watering, Gap filling; uprooting and transplanting of grasses / rooted slips /Vegetables; Pruning in tree/MPTS/fruit trees/TBO's/ shrubs, Removal of undesirable shrubs/ bushes, preparation of plant basin, repairing and intercultural operation of plant basin; Harvesting of crops/ green/dry fodder/ fruits/vegetables; Collection, loading and transportation of crops; Threshing winnowing of grains; Seed cleaning and Bagging; Help in operations with machine (Reaper binder/ harvester, BHL etc); hedge, lawn and garden maintenance, training & pruning of ornamental avenues/shrubs/trees, pot filling and watering and all field operations related works and any other miscellaneous work related to agricultural activities.

Cleaning and housekeeping related activity:

Sweeping, cleaning and moping of floors, washrooms, office rooms/lab /farm office /workshop/roads and other buildings in office and residential campus and any other miscellaneous related work activities.

Office/lab/Farm related activities:

Messenger/ Peon/ Store Attendant /workshop helper /cleaner /Electrical support services and any other miscellaneous related work activities.

B. Semi-Skilled category Job/ Services (Approximate 6 points)

Agriculture related activities:

Assistance in data collection etc., plant and soil sampling and grinding, biometric observation of trees/crops, hydrological and runoff data collection etc. and any other miscellaneous work related to agricultural activities.

Office/lab/farm related activities:

Lab assistance, assistance in media preparation, washing of glassware, water distillation etc. Net house/ glasshouse maintenance, Assistance in fields/labs data recording and all other miscellaneous related works.

Farm Machinery Workshop/ Civil/ Electrical and Machinery related activities:

Operation of tractors, Assistance in carpentry, black smithy, welding, mason, plumbing and related works, handling, repair and maintenance of farm machinery, pump operation and maintenance intercom /telephone lines and other miscellaneous related works.

C. Skilled category Job/ Services (Approximate 8 points)

Laboratory related activity:

Assistance in laboratory analysis , data recording in experiments, and any other miscellaneous work related to agricultural activities.

Office related activities:

Computer and data entry works, typing (Hindi and English), dispatch of office letter, docketing of papers,office records/files maintenance and any other miscellaneous work related to office activities.

Machinery and equipment related works:

Back hoe loader driver, Reaper driver, LMV driver, Machinery operator, Mechanic, repair and maintenance of electrical items, generator operator, power points /lines repair etc. and any other miscellaneous work related to agricultural activities.

*** Tentative Requirement of different categories of Manpower Annually as per classification of category of workers. The above man-power for Job Work may be increased or decreased as per the actual need and it will be binding on the contractor to supply the manpower for completion of job work to accomplish the work as per the need of the institute for which the contractor has to agree.**

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S.N.	PARTICULAR OF WORKS	Job category	OFFERED NET RATE PER UNIT (inclusive of all taxes, statutory liabilities, T&P etc.)	Mention Nos. of manpower to be deployed on each work
A. Agricultural job works on per unit area/basis				
1.	Earth work : (A) Digging pits of various size: (i.) 30 cm x30 cm x30cm (ii) 45cmx45cmx45cm (iii) 60cmx60cmx60cm (B) Bunding 30cm W x30cm H (C) Raised bed preparation 15cm Hx120cm W x 1.2mL	Unskilled	Net per Pit Rs Rs Rs Rs per running m. Rs per Unit	
2.	Filling pits with soil mixture (Soil: FYM: Sand / insecticide) followed by planting seedling and stacking after transportation from desired site /Nursery. i. 30cmx30cmx30cm ii. 45cmx45cmx45cm iii. 60cmx60cmx60cm	Unskilled	Net perPit Rs Rs Rs.	
3.	Application of manures/vermi-compost/fertilizer and mixing properly in plant basin with 100 m lead. i. one basket (20-30 kg) FYM ii. 8-10kg FYM iii. 3-5kg FYM iv. 2-3kg Vermi-compost iii. Spreading FYM in field iv. Spreading soil/FYM mixing & levelling in exptl. Fields	Unskilled	Net per plant basin Rs Rs Rs Rs Rs Per trolley Rs Per trolley	
4.	General cleaning of grass growth/sprouted bushes /uprooting weeds and shifting out of field to desired places through Centre's tractor trolley i. In experimental field (between and within trees line) ii. Road side, on bunds and general area	Unskilled	Net per 100 sq. m. Rs. Rs.	

5.	Pre-irrigation/irrigation of crops including shifting pipes to site & back to farm store operating electric motors/diesel pump set through; i. Canal i. Well /ponds	Unskilled	Net per ha. Rs. Rs.	
6.	Preparation of layout for experimental seedling planting as per specifications and direction of concern Scientist i. Demarkation,Preparation of pegs at least 1m long and fixing on marked point	Unskilled	Net per ha. Rs.	
7.	Top dressing of Fertilizer (Urea) on seasonal crops after collecting from farm store	Unskilled	Net Per ha. Rs.	
8.	Anti-termite treatment (Preparation and pasting of Bordeaux paste) on stem of MPTS/fruit trees up to 1.0 m height from ground level. 1. 0-5 yrs age 2. 6-10 yrs age 3. 10 yrs and above	Unskilled	Net pertree Rs. Rs. Rs.	
9.	Preparing plant basins, cleaning of basin, hoeing and earthen up around collar region of plants : i. 50 cm dia ii. 1 m dia iii. 50 cm dia with mulching20cm thick grass layer iv. 1 m dia with mulching20cm thick grass layer	Unskilled	Per plant basin Rs Rs Rs. Rs.	
10.	Field preparation, removal of grasses/stumps from field, mixing manures/fertilizers and agro-chemical, application of fertilizer, treating seeds and sowing of crops during Kharif and Rabi season i. Through Seed drill ii. Manual preparation of plots, mixing FYM/fertilizer, levelling, seeds sowing(by hand with spade,gaintietc)	Unskilled	 Rs. Per ha. Rs. Per 100 m ²	
11.	Weeding / inter-cultural operation in crops and shifting weeds out of field at desired place. A. <i>Manual weeding(using own khurpi/kudal/ /hand hoe etc)</i> i. Kharif Crops ii. Rabi Crops	Unskilled	Net per ha Rs Rs.	

	<p>B. <i>Thinning of crops</i></p> <p>i. Kharif Crops</p> <p>ii. Rabi Crops</p> <p>C. <i>Manual weeding in established silvipasture</i></p>		<p>Rs</p> <p>Rs.</p> <p>Rs. Per 100m²</p>	
12.	<p>Spraying of insecticides/ pesticides/ weedicides/ growth regulators/hormones after preparation of solution through knapsack sprayer /power sprayer</p> <p>A. <i>Through Tractor mounted Power sprayer</i> On crops /fields/roadside etc</p> <p>B. <i>Through knapsack sprayer</i> On MPTS / fruits trees</p> <p>a. Age up to 05 year</p> <p>b. Age above 05-10 year</p> <p>c. Age above 10 year</p>	Unskilled	<p>Rs. per ha</p> <p>Rs. per ha</p> <p>Rs. per tree</p> <p>Rs. per tree</p> <p>Rs. per tree</p>	
13.	<p>Sample harvesting of experimental area (01 m²) plot wise/sample wise/row wise / plants & their separate pre and post-harvest processing including biometric data recording on plant population,height,No. of pods, No. of grains /pod or earhead, test weight & biomass yield etc. threshing, winnowing, cleaning, weighing and shifting grains to lab & farm store.</p> <p>i. Rabi crops</p> <p>ii. Kharif crops</p>	Unskilled	<p>Net Per m²</p> <p>Rs.</p> <p>Rs.</p>	
14.	<p>Assisting in recording Biometric observations;</p> <p>A. <i>MPTS/fruit trees/TBO's(CD,DBH,Canopydia, No. of branches, tree height, clean bole height etc)</i></p> <p>i. Below 01 years</p> <p>ii. 01-05years</p> <p>iii. 06-10 years</p> <p>iv. 11-15 years</p> <p>v. Above 15years</p> <p>B. <i>Pasture (grasses/legume)(length, tussock dia, No.of tillers and branches /tussock)</i></p> <p>D. <i>Cactus (No. of cladode/plant, cladode size, fresh weight, survival etc</i></p>	Semiskilled	<p>Net per plant</p> <p>Rs.</p> <p>Rs.</p> <p>Rs.</p> <p>Rs.</p> <p>Rs.</p> <p>Rs. per tussock</p> <p>Rs. per plant</p>	

15.	Harvesting of crops, bundling, collecting and staking in the field / shifting to threshing floor and their threshing, winnowing, cleaning/sieving, bagging, weighing and shifting grains to Farm store as per direction of respective Scientist / Technical Officer(Institute's tractor trolley and thresher will be provided) (a)Rabi Crops (i) Wheat/Barley (manual) (ii) Gram / Lentil/Pea etc (iii) Mustard, Toria, Linseed /other oil seed crop (b) Kharif Crops (i)Urd, Arhar, cowpea and soybeen etc. (ii) Moong –twice hand picking of pods (iii)Til (beating twice) (iv) Maize,Jowar, Bajara /mixed crops	Unskilled	Net per ha. Rs Rs Rs. Rs Rs Rs Rs	
16.	Harvesting of grass sample(each 50m ²) its weighing, bundling, drying and stacking out of field at desired place	Unskilled	Rs per 50 m ²	
17.	General harvesting of grasses/lemon grasses, bundling ,shifting and staking out of field at desired place	Unskilled	Rs. per ha	
18.	Collecting cereal crops (Wheat/Barley) harvested by Institute's Reaper-cum-binder from field, shifting and stacking at threshing floor and their threshing, winnowing, cleaning /sieving, bagging ,weighing and shifting grains to Farm store (Institute's tractor trolley / thresher will be provided)	Unskilled	Net Per ha. Rs.	
19.	Mulching with crop and of Subabool (Leucaena) (1.0 t/ha)residue after cutting/collection from field boundary and nearby area and spreading into CA field before sowing of Kharif and Rabi crops	Unskilled	Net Per ha. Rs.	
20.	Harvesting of fruits and pods/seeds manually from tree born oilseeds and other MPTS and shifting to office /store after weighing through own resources i. below-05years ii. 05-10 years iii. Above 10years	Unskilled	Per plant Rs Rs Rs	
21.	Estimation of whole tree biomass (above ground and below ground biomass separately) as per requirement and direction of Scientist concern as per following descriptions; whole root excavation (manually as well as with the help of Institute Tractor BHL) up to 2.5-3.0 m from tree base and up to 2 m depth, taking measurements, making into pieces and	Unskilled	Net Per tree	

	<p>weighing of logs, twigs, shoots, roots etc and shifting to desired area as per direction of concern scientist/officers by contractors own labour resources (Institute's Tractor BHL/trolley only will be provided)</p> <p>i. Teak, Babool, Kardhai, Karanj trees of age between 15-25 yrs.</p> <p>ii. Leucaena, Melia & Kadamba tree of age between 4-8 years</p>		Rs.	
			Rs.	
22.	<p>Pruning of MPTS /various trees and shifting pruned material to desired place</p> <p>A. With biomass (fresh & dry) observation separating leaves and woods /twigs & spreading / shifting leaves biomass in field/ out of field at desired place</p> <p>(i). age 5-10 years up to</p> <p>a. 50% height</p> <p>b. 75% height</p> <p>(ii). age 10-15 years up to</p> <p>a. 50% height</p> <p>b. 75% height</p> <p>(iii). age above 15 years up to</p> <p>a. 50% height</p> <p>b. 75% height</p> <p>B. Without any observation (ordinary)</p> <p>(i). age 5-10 years up to</p> <p>a. 50% height</p> <p>b. 75% height</p> <p>(ii). 10-15 years age up to</p> <p>a. 50% height</p> <p>b. 75% height</p> <p>(iii). age above 15 years up to</p> <p>a. 50% height</p> <p>b. 75% height</p> <p>C. Without any observation for Babool</p> <p>(i). age 5-10 years up to</p> <p>a. 50% height</p> <p>b. 75% height</p>	Unskilled	Net/per tree	
			Rs	
			Rs	
			Rs	
			Rs	
			Rs	
			Rs	
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			Rs	
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			Rs.	

23.	<p>Training and pruning of fruit trees and shifting out twigs to desired place</p> <p>A. without any observation</p> <p>(i) Age below 05 years</p> <p>(ii) Between 5-10 years</p> <p>(iii) Above 10 years</p> <p>B. with observation</p> <p>(i) Age below 05 years</p> <p>(ii) Between 5-10 years</p> <p>(iii) Above 10 years</p>	Unskilled	<p>per tree</p> <p>Rs</p> <p>Rs</p> <p>Rs</p> <p>Rs</p> <p>Rs</p> <p>Rs</p>	
24.	<p>Irrigation / watering of plants (MPTS/ Fruit / Ornamental) through contractor own hose pipe;</p> <p>(a) Water tankers after filling from pump house</p> <p>i. 50-60 ltrs per plant</p> <p>ii. 100-125 ltrs per tree</p> <p>(b) Well motors /submersible pumps</p> <p>i. 50-60 Ltrs per plant</p> <p>ii. 100-125 ltrs per plant</p>	Unskilled	<p>per plant/tree per time</p> <p>Rs</p> <p>Rs</p> <p>Rs</p> <p>Rs</p>	
25.	<p>Preparation of soil mixture (Soil:Sand:FYM in 1:1:1 ratio), sieving & filling nursery poly bags/pots & shifting to desired place;</p> <p>(a) In poly bags size</p> <p>i. Size 30x20 cm</p> <p>ii. Size 20x12 cm</p> <p>(b) Plastic/earthen pot</p> <p>i. Size 30-45 cm x 20-30 cm</p> <p>ii. Size 60 cm x 45 cm</p>	Unskilled	<p>Per 100 poly bags/pots</p> <p>Rs.</p> <p>Rs.</p> <p>Rs.</p> <p>Rs.</p>	
26.	<p>Supply of following material including handling /transportation charges and unloading at desired places</p> <p>i. Good quality well rotten FYM</p> <p>ii. Black /red soil</p>	Unskilled	<p>Per trolley (80 cft)</p> <p>Rs.</p> <p>Rs.</p>	
27.	<p>Desilting of trenches (trench size 300cmx50cm x50cm)</p>	Unskilled	<p>Per trench/job</p> <p>Rs.</p>	
28.	<p>Plant sampling and helping in recording below and above ground observation(0.25m²/sample) as per requirement and direction of Scientist concern</p>	Unskilled	<p>Per 0.25m²/sample</p> <p>Rs.</p>	
29..	<p>Soil sampling for moisture observations from experiments /desired fields, shifting to lab, their processing as per guidance and directions of concern Scientist</p> <p>(1) 0-15 cm</p> <p>(2) 15-30 cm.</p> <p>(3) 30-45 cm</p>	Unskilled	<p>Per sample</p> <p>Rs.</p> <p>Rs.</p> <p>Rs.</p>	

30.	Collection of soil/plants samples from experiments /desired fields, shifting to lab,their drying ,grinding / processing and weighting etc as per guidance and directions i. 0-15 cm ii. 15-30 cm. iii. 30-45 cm iv. 45-60 cm. v. 60-90cm	Unskilled	Per sample Rs. Rs. Rs. Rs. Rs.	
31.	Hire Charges of tractor with Hydraulic trolley including driver, fuel etcfor development of road, ground etc up to lead ; (i.) upto 2.0 km lead (ii) upto 3.0 km (iii) upto 5.0 km	Unskilled	Per trolley 80 cft Rs Rs Rs	
32.	Hiring charge of JCB machine including operator, POL etc for various earth work / developmental work.	Unskilled	Net per hour Rs	
B.	Need based Job work/allied services on monthly basis			
33.	Maintenance and up keeping of Nursery for 5000 seedlings or more viz. sowing of MPTS/fruits trees/medicinal and aromatic plants etc. two seeds per polybags, weeding/interculture and cleaning/ scrapping in and around nursery and shifting weeds/rubbles out of nursery area, watering through tullu/jet pump/water tanker after filling, replacement of old ,torn off poly bags with new one, shifting of poly bag raised seedlings and sorting off empty / damaged bags, planting of sapling in poly bags& watering, root dressing and shifting of plants from old bags to new bags of larger size with filling mixture and watering etc as per requirement of Scientist	Unskilled	Net Per month / point Net Contractor's Commission (Rs.)	
34.	Up keeping and Maintenance of Farm store/ Central store and helping concern officers/ store keeper in physical handling/shifting of stores articles /farm produces, weighing etc as per need including collection of store articles from yard /transporter / market as per requirement and guidance on all working days.	Unskilled	Net Per month / point Net Contractor's Commission (Rs.)	

35.	Cleaner services for Reaper-binder machine viz. shifting of crop bundles to run machine during mechanized harvesting operation, bringing sutali bundles /diesel from farm store and cleaning, helping in oiling , greasing and cleaning of Reaper machine, cutting and collecting left over crop plants and other physical work during mechanized harvesting.	Unskilled	Net Per month / point Net Contractor's Commission (Rs.)	
36.	Upkeep and maintenance of farm machineries and physical helping to Mechanic in workshop/field for repairing/ servicing of farm machinery/ implements on all working days. i. Collecting HSD, grease, oil, spare parts from farm stores ii. Carry spare parts & necessary tools to fields for repairing of pump sets/farm machineryetc iii. Cleaning of tractors/implements and putting oil, grease & tight the nut-bolts etc iv. Any other misc. Job as per direction	Unskilled	Net Per month / point Net Contractor's Commission (Rs.)	
37.	Operation of Agriculture tractors/tractor based machine/attachments including hydraulically driven operations by experienced & trained driver possessing valid driving licence for Tractor/Backhoe loader on all working days. i.Tractor driver ii Tractor back hoe loader/Reaper-Binder driver (hydraulically driven)	Semi-skilled Skilled	Net Per month / point Net Contractor's Commission (Rs.) Net Per month / point Net Contractor's Commission(Rs.)	

38.	<p>Up-keeping and maintenance of six pits (measuring 3m x 1.30m x 0.70m each) of Vermicompost unit as per requirement and guidance of concern Scientists on all working days in a month on need basis;</p> <ul style="list-style-type: none"> i. Chaffing and layering of grasses/other biomass into pits ii. Layering FYM above biomass iii. watering at regular interval as direction iv. Removal of vermicompost from pits v. Sieving and standard packing of vermicompost after weighing vi. Spreading of vermi-compost in experimental area vii. Any other misc.work related to vermicompost unit 	Unskilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	
39.	<p>Outsource job contract/services for following computer related jobs as per requirement under different ad-hoc and time bound projects section on all working days.(Graduation with Basic trade certificate & working knowledge of computer is prerequisite).</p> <ul style="list-style-type: none"> i. Typing job in Hindi as well as in English on MS Word software & other latest software. ii. Feeding of textual and numeric data, data processing, analysis using different different software systems iii. Assisting the concern Scientists/officers in proper upkeep and maintenance of data/ records vi. Any other assigned job related to computer from time to time. 	Skilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	
40.	<p>Outsource job contract/services for following up-keeping and maintenance jobs in TGT shed under ad-hoc and time bound NICRA projects as per requirement and guidance of concern scientist on all working days</p> <ul style="list-style-type: none"> i. Operation of TGT machines every day between 8.00am to 5.00pm ii. General cleaning of TGTmachines, in and around of shed area iii. All agronomic operations and maintenance of sapling kept under TGT iv. Other misc.jobs as per requirement for proper maintenance of TGT shed 	Unskilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	

41.	<p>Outsource job contract/services for following jobs in different ad-hoc and time bound projects on all working days ;</p> <ul style="list-style-type: none"> i. Dusting and cleaning of working tables, room's furniture, computers, printers & scanner/ photocopier etc ii. Getting photocopying of documents and its sorting and making sets as required. iii. Distribution of dak, files etc to different sections and handing over to dispatch section iv. Bringing drinking water/tea to staff of section v. Other misc. physical jobs as per requirement and directions of concern section in-charge 	Unskilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	
42.	<p>Outsource job contract/services for dusting and cleaning of working tables, podium, chairs, Air conditioners, projector, computers and other equipment etc available in the conference room, training room, committee room, museum, visitor's room and misc. assistance to Photo and Art unit and OIC concern in other misc. activities on all working days.</p>	Unskilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	
43.	<p>Outsource job contract/services for following jobs under ad-hoc Network project on Natural resins and gums as per requirement and guidance of concern Scientists on all working days</p> <ul style="list-style-type: none"> i. Maintenance of Agroforestry models by timely pruning, intercultural and other operations ii. Making cuts for gum and pruning for lac samples iii. Collection, cleaning and processing of gum/lac samples iv. Manual work in application of ethephon for gummosis in gum trees v. Manual work in collection of growth data from different AF models in field vi. Helping in transporting/distribution of seedlings of gum plants for planting on farmers field vii. Manual work in tapping of gum /inoculating and harvesting of Lac 	Unskilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	

44.	Outsource job contract/services for day to day up keeping and maintenance of EPBAX/Intercom system in offices, Farm and residential quarters as per requirement and guidance of concern OIC on all working days	Semi-skilled	Net Per month / point Net Contractor's Commission(Rs.)	
45.	Outsource job contract/services for following Laboratory related works in different labs on all working days in different ad-hoc and time bound projects; (Basic working knowledge of lab related work is prerequisite) i. Washing of glass wares, cleaning of lab. instruments/ equipments as per need ii. General cleaning of laboratory working table,four side rooms etc. iii. Making distilled water, Hoagland's solution ,stain & assisting in autoclaving and other machines/equipmnt etc. iv. Assist in sampling of roots/plants/soil,their staining/processing etc and slide preparation v. Manual help to Scientific/technical staff in analytical work in laboratory and in pot culture experiment as per instruction of Scientist	Semi-skilled	Net Per month / point Net Contractor's Commission(Rs.)	
46.	Services for following job in experimental fields as per requirement and guidance of concern Scientists on all working days; I. Assisting in Infiltration study for different treatments	Unskilled	Net Per month / point Net Contractor's Commission(Rs.)	

47.	<p>Outsource job contract/services for following analytical works in different laboratories in ad-hoc and time bound project on all working days; (Graduation in Agriculture or Science/ forestry with basic knowledge of soil/plant analytical work is prerequisite)</p> <ul style="list-style-type: none"> i. Maintenance of instruments/ equipment as per need ii. Assisting in analytical work related to soil/ plant samples N,P,K,OC, Dehydrogenize activity, PH, EC of soil samples and N,P,K of plant or gum/resin samples etc.as per instruction of Scientists iii. Ensuring proper operation of distilled water auto clave and other machines/equipment etc. iv. Conducting pot culture experiment in TGT as per instruction of Scientist v. Any other scientific work related to experiments 	Skilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	
48.	<p>Outsource job contract/services for following job at Garhkundar – Dabar Watershed as per requirement and guidance of concern Scientists on all working days;</p> <ul style="list-style-type: none"> i. Recording of water level in open wells in treated and control watershed and downstream of treated watershed at an interval of 30 days. ii. Recording of water level in the upstream of drop structures (spread over in 850 ha.) on daily basis. iii. Recording of daily rainfall. 	Unskilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	
49.	<p>Outsource job contract/services for following job at Garhkundar – Dabar Watershed as per requirement and guidance of concern Scientists on all working days;</p> <ul style="list-style-type: none"> i. Collection of runoff samples (if any) at hourly interval from 6 drop structure spread over in an area of 850 ha and its analysis for soil & nutrient loss ii. Cutting of bushes, shrubs and un wanted weeds at all sites of drop structures (06 Nos. x 300 sqm area at each structure) to maintain the site. 	Unskilled	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	

50.	Services for following job at Garhkundar – Dabar Watershed as per requirement and guidance of concern Scientists on all working days; i. Assistance in recording of field wise irrigation details during Kharif / rabi / zaid season and ii. Recording biometric observations of crop under catchment of every water harvesting structures	Unskilled	Net Per month / point Net Contractor's Commission(Rs.)	
51.	Outsource job contract/services for following job at Garhkundar – Dabar Watershed as per requirement and guidance of concern Scientists on all working days; i. Collection of data on aspects of livestock, socio-economic, migration, employment generation, SHGs, Lac cultivation etc.	Unskilled	Net Per month / point Net Contractor's Commission(Rs.)	
52.	Outsource job contract/services for following job in experimental fields as per requirement and guidance of concern Scientists on all working days; i.Collection of runoff samples (if any) at 30 minutes interval from 07-08 gauging station installed in the experiments.	Unskilled	Net Per month / point Net Contractor's Commission(Rs.)	

53.	<p>Up keeping and maintenance of Lawns/ Gardens etc in office premises and campus involving following routine work <u>as per need, guidance and directions of OIC / Supervisor concern;</u></p> <p>Point-1: Preparing beds around sports complex, planting seasonal flowers/perennials, ornamental plants and carrying other cultural operation as per need and direction, watering of planted seasonal flower beds/ornamentals(approx..50 or more) after operating motors/submersible motors daily between 8.00am and 5.00pm ,any other works as requirement abnd direction</p> <p>Point-2,3: Maintenance of approx 12000 sqm existing lawns + 5000sqm new lawn area (being developed) viz daily watering, application of manure and fertilizer as per need, cutting grasses through Institute's Rider/power lawn mover, weeding of unwanted vegetation, beds preparation in 600 sqm area and planting seasonal/ perennial ornamental plants, spraying of growth hormones/insecticides as per need, removal of seasonal plants on maturity & seed collection etc.</p> <p>Point-4,5: Maintenance of approx 670Rm hedge/edge etc by regular cutting, pruning & training through power operated/ manual garden tools, weeding, watering after operating motors and manuring etc</p> <p>Point-6 :Maintenance of 500 nos ornamental foliage and flowering pot plants inside and outside the office building viz filling / refilling of pots with soil mixer, planting , watering, weeding& hoeing, stacking & removal of dried leaves & shifting at desired place from time to time.</p> <p>Point-7: Preparing and maintenance of campus nursery approx 150sqm for seasonal flowering plants/ornamental foliage and flowering shrubs intercultural operation like manual hoeing ,preparation of beds , filling poly bags with soil mixer, sowing seeds/ planting cuttings, watering, weeding and transplanting in beds/ pots</p> <p>Point-8:Maintenance of avenue plantations (Bougainvillias, Bottlebrushes, Shisham, Amaltas, Harsingar, Ashok, Kamini, Molshreeetc) approx..1000 nos. by regular pruning ,training etc</p> <p>Point-9: Operating electric motor,jet pump ,shifting portable PVC pipes for watering of lawns, hedge, flower beds, shrubs, trees etc daily as per need for watering</p>	Unskilled-9 points	Net Per month / point Net Contractor's Commission(Rs.)	
54.	<p>dh h; u ,o; forj.k 0; oLFkk dk dk; Z ,deqr ekgoj nj vk/kkj ij</p> <p>A. 1& >kl h I hijh cktkj Mkd?kj@ef; Mkd?kj @ jyos LV'sku Mkd?kj I s i m k l g 9-00 cts I s 11-00 dse?; Mkd ykdj fun'skd egkn; dsdk; ky; ea tek djukA 2& ckg; foHkxka ea Hkst tkus okyh Mkd@ i =la dks fMLi p iitdk ea vidr dj I hijh cktkj@ef; Mkd?kj @jyos LV'sku Mkd?kj tkdj 4-30 ctsrd igpukA</p> <p>B. 1& Mkd@i =la dh Mk; jh djuk ,oa I EcfU/kr i Hkkjh@bdkbz vuHkxka dks i m k l g 11-30 I s 12-30 cts rFkk vIkjklg 3-00 I s 3-30 ctsrd forfjr djukA 2& vIkrfjd vuHkxka I s i kr Mkd dks i m k l g 12-00 cts I s 1-00 cts rFkk vijklg 2-00 I s 4-00 ctsrd Mk; jh dj I EcfU/kr vuHkxka dks forfjr djukA</p>	Unskilled Skilled	Net Per month / point Net Contractor's Commission(Rs.) Net Per month / point Net Contractor's Commission(Rs.)	

55.	<p>I kFku dsfo r vujk.k ,oatujvj l pkyu dk;Z?</p> <p>1- dk; k;Y; Hkouk; A{k= o vkokl h; ifj l j dh fofo/k Nk/h&ek/h fQVx rFk ubZ LVMV ykbV dk dk;Z</p> <p>2- dk; k;Y; Hkouka o vkokl h; ifj l j ,oa i{k= dh LVMV ykbV ea q; ;t cYc] l h, Q-, y-] gylstu jkM vkfn cnyuk , oa mudk j [k&j [kko dk dk; A</p> <p>3- vkokl h; ifj l j ds DokVj ka ds ehVj dh jhfMx yus dk dk; A</p> <p>4- xh'e __rq l s igys i{ kka@dyjka dh vko"; drkuq kj j [kj [kko dk dk;Z ds l kFk l foZl x ,oa xhf l x djuk] ch; fjx cnyus rFk dyj ea?kkl Hkjus dk dk; ZA</p> <p>5- fo r ds Hkexr dicy rFk A{k= ea vkojgM ykbu ea QMv vku@ty tkusij l dkkj dk dk; ZA</p> <p>6- fo r vki firZ dh , pOVh0 ykbu ea q; ;t @vU; [kjkch gksus ij fo r mi dhnz l rh ehv tkdj f"kd; r ntZ djuk , oa muds dfez ka ds l kFk "kh?z fo r vki firZ pkyw djkus ea l g; kx djukA</p> <p>7- dk; k;Y;] vkokl h; ifj l j ,oa A{k= ifj l j ea yxs fo r iEi ka 7/4 , p-i- l s 10 , p-i- rd½ dh fofo/k Nk/h&ek/h fQVx , oa l dkkjus @ j [k j [kko dk dk; A</p> <p>8- A; kx "kkyv ka ea mi yC/k oKkfud mi dj .kka ea vkbZ fo r ykbu l Ecfl/kr [kjkfc; ka dks l dkkjus dk dk; A</p> <p>9- l kFku ea uofufe; [ky ifj l j ds vlnj @ ckgj fo r j [kj [kko dk dk; ZA</p> <p>10- fo r vki firZ u gksus dh flFkr ea rjUr vko"; drkuq kj tujvj dk l pkyu , oa fu/kkZjr l e; kuq kj tyki firZ l fuf"pr djukA</p> <p>11- dk; k;Y;] vkokl h; ,oa A{k= ds ifj l j ea yxs iEi vkfn pkyw dj l qg , oa "kka fuf"pr l e; kuq kj tyki firZ l fuf"pr djukA</p> <p>12- ty l kFku >ka h dh tyki firZ ckf/kr gksus ij rjUr f"kd; r ntZ djuk , oa 'kh?z tyki firZ pkyw djkus ea l g; kx djukA</p> <p>mDr 0; oLFkkvka gsrq Bdsnkj dks fnu , oa jkr ea fo r vujk.k.k , oa tujvj l pkyu djus gsrq ; Fkkfpr dfez ka dh l q; k 7/4; ure 02 dqky byDVHf"k; u , oa 02 vdqky i f"kf{kr l g; kxh½ rdudch Kku j [kus okyk , oa i f"kf{kr deiz gh fu; Dr fd; s tkuk gS A fo r j [kj [kko gsrq okhNr l kekxb l kFku }kjk ekx ds vuq kj inRr dh tk; sch] ftl dk yqkk&tqkk j [kus ds l kFk l Ecfl/kr dfez ka l s larkstud l dkkjus dh ifof"V ntZ djukh gkxhA</p>	<p>Unskilled -2 points</p> <p>Skilled -2 points</p>	<p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p> <p>Net Per month / point</p> <p>Net Contractor's Commission(Rs.)</p>	
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56.	<p>I kQ&I QkbD; oLFkk 9 LkQ&I QkbD; oLFkk 9; dk; ly; ; ifjI jHou& 1- 46 dejs xSyjh I fgr 2- 8 y& ,oa I yXu 32 dejs 3- 8 VW yV /fnu eanls ckj ½ 4- 6 vxu ,oa ikpZ 5- dVhu d{k 6- 2 tujVj d{k 7- eq; dk; ly; ,oa ifjI j dh I host ykbZ @ VdI dk j [k&j [kko vko"; drkuI kj A 8- eq; dk; ly; ds xV dks tM us okyh I MelayxHkx 1-0 fdOet0 yEch vkfn ifrfnu I QkbZ djukA 9- yxHkx 60 f [Mfd; ka ds "kr"ks ifr I Irkg I QkbZ djukA LkQ&I QkbZ 0; oLFkk A (le- dk; ly; ;) [ky; ku ,oa [Mn&cht Hk.Mkj& 1- 8 dejse; xSyjh I fgr ,oa vxu ,oa VW yV 2- dk; Zkkyk Hkou 3- [kn ,oa cht Hk.Mkj 4- i {le- dk; ly; ; } i {le- iz, ks "kkykI [ky; ku 5- i {le- ifjI j dh I MelayxHkx 4 fdyketVj ½ ekg ea pkj ckj I QkbZ djuk A 6- f [Mfd; ka ds "kr"ks ifr I Irkg I QkbZ djuk A LkQ&I QkbD; oLFkk vkokl h; ifjI j& 1- vkokl h; ifjI j dh I hf<; ka dh ifrfnu I QkbZ 2- vkokl h; ifjI j dh I Mel dh I QkbZ I Irkg earhu ckj yxHkx 01 fdyketVj yEch ½ A 3- vkokl h; ifjI j dh I host ykbZ dh I QkbZ 15 fnuea, d ckj ,oa vko"; drkuI kj A 4- I Hkh edkuka ¼ 1 vkokl ½ I s ifrfnu dMk mBkdj fpflgr dMnkuka ea Mkyuk ,oa I Irkg ea, d ckj dMs dks tyukA 5- ifjI j ea Li kV I -dkklyDI Hkou o vki iki @ I Mel dh I QkbZ A dk; ly; ; Hou A (le- dk; ly; ; ,oa tujVj d{k ds I Hh txglaeayxsedMk tky dh I QkbZ eghusea, d ckj vo"; djuh gkxh A * I QkbZ dfeZ ka dks I QkbZ I s I EcfVkr I Hh I kexh I bFWu }kj nh tk; xh A * Afrfnu dk; Z grq Jfedla dh I I; k U; ure 07 gksh pMg; A</p>	Unskilled- 7 points	Net Per month / point Net Contractor's Commission(Rs.)	
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57.	<p>1. I hFku dslyfcaz dk; Z o I Ecfl/kr 0; oLFk ds okf'kd vuqf/k %2020&21% ds I Ecfl/k ea&</p> <p>1- I hFku ds eq[; ky;] A{ks= dk; ky;] vkokl h; ifjl j ea 1@2 bp] 3@4 bp] 1 bp] 1-5 bp ikuh dh ykbu ea fdl h Hkh Adkj dk dk; Z tS s Vh/h yxkuk] qlyk/vokWo yxkuk] ok'kj yxkuk] LiMMy yxkuk] VW yv/ ea qly" k dks I dkjuk @ fl LVuZgS.My cnyuk vkfn A</p> <p>2- VW yv/ ea ijuk qly" k gvK dj u; k qly" k yxkuk o u; k okWkcfI u yxkus dk fQVx pktZA</p> <p>3- I hFku ds ifjl j rFk vkokl h; ifjl j] A{ks= ea 2 bp o 3 bp ea ikuh dh ikbā ykbu dks [kkndj fudkyuk ,oa ejEer dk; Z tS s xV okWo yxkuk] ; fu; u yxkuk vkfn dk; ZA</p> <p>4- I hFku ds ifjl j ea rFk A{ks= ea I cefl Icy iEi o tV iEi %0-5 ,p-i- l a2 ,p-i- rd% fudkyuk ,oa i q% fQVx djds %ctyh ds ebfud }kj ejEer dk; ky; }kj djkus ds mi jkr % pkyw djkus I s I Ecfl/kr dk; ZA</p> <p>5- I hFku ds ifjl j ea rFk A{ks= ea I cefl Icy iEi o tV iEi %2 ,p-i- l s 10 ,p-i- rd% fudkyuk ,oa i q% fQVx djds %ctyh ds ebfud }kj ejEer dk; ky; }kj djkus ds mi jkr % pkyw djkus I s I Ecfl/kr dk; ZA</p> <p>6- eq[; dk; ky; Hkou] A{ks= Hkou rFk vkokl h; ifjl j ea NRR ij j [ks ikuh ds Vd dh I QkbZ dk dk; ZA</p> <p>7- I hFku ds ifjl j o vkokl h; ifjl j ea ikuh dh Vadh @ Hkexr I Ei I s tM s I Hkh Lynt okWo dh ejEer dk; Z grq [ksyuk] fjis j dsckn fQV djuk vkfn dk; ZA</p> <p>8- vkokl h; ifjl j o A{ks= ea gMiEi dk ikbā fudkyuk rFk ejEer dk; Z vkfn A</p>	Semiskilled		
58.	<p>Carpentry Works – Day to day maintenance work of carpentry work in office, farm office and residential quarters, replacement of broken window glass due to wind blow, doors etc.</p>	Skilled - 01		
59.	<p>Supply of contact labour under different category for performing agricultural & allied jobs / services on per point / per month basis for a period of one year, at ICAR-CAFRI Jhansi as per requirement / and seasonal needs as per scope of work in accordance with the highest standards of Allied Service and as per the terms and conditions specified in the Tenders including all labour, material , transportation, specially covered in all acts and taxes etc. as applicable from time to time</p>	Unskilled	Net Per month / point Net Contractor's Commission(Rs.)	
60.	<p>After care of experimental field – Bund making / channel cleaning / basin repair / tanker watering etc. border cleaning, sample cutting & processing etc.</p>	Unskilled	Net Per month / point Net Contractor's Commission(Rs.)	

S.N.	Description of work	Remarks
A	Basic wages + variable Dearness Allowance (Central Govt. Agricultural worker rate shall be applicable) as per city classifications.	Not to be quoted by the agency / contractor.
B	ESI & EPF contributions as per Govt. of India latest notification.	
C	Lumpsum service charges per month in rupees.	To be quoted by the agency / contractor in Rupees.
D	GST / other taxes will be paid extra as per extant govt. rules.	Not to be quoted by the agency / contractor.

Note;

- i. Bdnkj dks mDr dk; k dsfu'iknu ij l fonk Jfed vf/kfu; e dsrgr Bdkof/k ds nksku osk ykbz d l okdj] bz, l -vkbz rFkk bzi h, Q- vkfn] ; fn fu; ekud kj ylxw gkrk g\$ rks , d ekg ds vlnj osk i athdj.k djuk vfuo; Z gksk rFkk l eLr ylxw Jfed vf/kfu; eka Minimum Wage Act & ESI, EPF, GST etc.½ dk ikyu djus dk mRrjnkf; Ro l EcfU/kr dk; zk; hl & Fkk@Bdnkj dk gkskA
- ii. If a firm quote NIL charges/consideration over and above minimum wages, the bid shall be treated as UNRESPONSIVE and will not be considered. **Constant service charge / contractor's margin on monthly rated job work items Sl. No. 33 to 60 per point - per month to be quoted in BOQ in last column which will be fixed rate during contract period.**
- iii. The above rates of different categories jobwork should include all liabilities like EPF, ESI & Minimum Wages as prescribed by Ministry of Labour & Employment, Govt. of India.
- iv. if the above quoted rates are found to be lower than that the prescribed government rates, the quotation will not be considered by the Institute for award of the contract.
- v. **Institute will pay the minimum wages and other statutory liabilities as per revised notification of Govt. of India / Govt.of U.P. (whichever is higher) but the service charge of the contractor / firm will remain constant during the period of contract.**
- vi. **In case of tie in the rates, the tender will be finalized on the basis of experience, turn-over and ISO etc. certificate of the firm.**

Sd/-
OIC (Stores)

Technical bid Cover-I

Details of Online Bid Submission: Bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

COVER- I Technical bid (Following documents to be provided as PDF file)		
S.N.	Content	File Type
1.	Name & Address of the firm, Telephone No, E-mail Id, Fax No (All the above mentioned details may be attached in .PDF file in firm letter head with signature & seal)	.PDF
2.	Scan copy of Earnest Money Deposit by way of Demand Draft/ /Banker's Cheque (no other mode will be accepted) Physically EMD must reach to Store Purchase Section upto last bid submission date.	.PDF
3.	Scan copy of constitution of the Firm/ Agency (Attached copy) Indian Companies Act, 1956 Indian Partnership Act, 1932 Please give names of partners) Any other Act, if not, the owners	.PDF
4.	Scan copy of Partnership firms whether registered under the Indian Partnership Act, 1932, please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.	.PDF
5.	Scan copy of Registration certificate of the firm under the work contract of Govt. of India/State Govt	.PDF
6.	Scan copy of Permanent Account No. (Income Tax No.Circle/ Ward) (Individual/Firm/Company Name –clearly indicate)	.PDF
7.	Duly certified scan copy of Last three years continuous experience of the firm in the field of providing such services/labourers in Central Govt. establishments/ Autonomous bodies of Govt. of India/Corporations of Govt. of India/State Govt. Provide the details in tabular form	.PDF
8.	Scan copy of Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.	.PDF
9.	Scan copy of Employee EPF registration certificate issued by local govt/concerned department etc.	.PDF
10.	Scan copy of Employee ESI registration certificate issued by local govt./concerned department etc.	.PDF
11.	Scan copy of the contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour licence under this Act.	.PDF
12.	Scan copy of Nos. of workers registered under ESI & EPF separately. Minimum 20 nos. (workers) required with their ESI & EPF contributions. Documentary proof of vouchers to be required and may be attached.	.PDF
13.	Scan copy of GST registration certificate issued by Govt. etc.	.PDF
14.	Scan copy of Name of the Representative to be visiting ICAR – CAFRI, Jhansi, regarding the contract.	.PDF
15.	Scan copy of complete bank details of bidder for e-payment	.PDF
16.	Scan copy of complete tender document duly signed & stamped	.PDF
17.	Character certificate issued by CA	.PDF
18.	Solvency certificate issued by CA for morethan Rs. 5.0 lakhs	.PDF
Cover-II Financial Bid (Following document to be provided as .XLS file)		
1.	Price bid (BOQ) to be filled in .XLS format strictly as per proforma given	.XLS

All the documents and price bid (BOQ) has to be digitally signed by the bidder.

Sd/-
OIC (Stores)

Kind Attention: Bidder should fill the details of DD/BC in the columns & also signature on Claimant's for returning of EMD affixing with Rs. 1 Revenue stamp.

ICAR – CENTRAL AGROFORESTRY RESEARCH INSTITUTE
Near Pahuj Dam, Gwalior Road, JHANSI-284 003 (UP) INDIA

GAR-43
[See Rule166(1)]
APPLICATION-CUM-BILL FOR REFUND OF DEPOSIT

Month
Bill No.....
Head of Account.....

Original Challan/DD/BC of Receipt No. & Date	Bank/Office in which deposited	Name of Depositor	Amount originally deposited

Received this.....day of.....20 the sum of Rupees..... being repayable on account release of deposit described above.

Claimant's Signature.....
(with revenue stamp affixed whenever necessary)

- Received payment of Rs.....(Rupees) for arranging disbursal to Claimant(s)
- Passed for payment of Rs.....Rupees.....

Date: Drawing & Disbursing Officer

For in pay and Account Officer in case of endorsement 1 above.

Admitted for payment of Rs..... (Rupees.....Payment by Cheque No.....

Date Finance and Account Officer

Delete whichever of endorsement 1 or 2 inapplicable.