



Directorate of Groundnut Research (DGR)  
(Indian Council of Agricultural Research)  
Ivnagar Road, P.B.No. 5, Junagadh - 362 001, Gujarat, India  
Website: <http://www.nrcg.res.in> FAX:0285-2672550  
Telephone : 0285 -2673041, 2672461

F.No.2(25)/Estt/2013/

Date: 29.06.2014

### **TENDER NOTICE**

The Directorate of Groundnut Research (DGR), Junagadh intends to award WORK CONTRACT FOR CARRYING OUT VARIOUS FARM AND LABORATORY OPERATIONS AT THE DIRECTORATE OF GROUNDNDUT RESEARCH, JUNAGADH

Reputed service providers are invited to participate in the open tender. The 'Tender Documents' containing scope of work and terms and conditions may be obtained from this Directorate on cash payment of **Rs. 500 (rupees five hundred only) in person and Rs.600/- by Post Copy**. Tender documents can be purchased by post on submission of a request alongwith a demand draft in favour of 'Director, DGR, Junagadh' and payable at Junagadh. Alternatively, the Tender Documents can be downloaded from the website [www.nrcg.res.in](http://www.nrcg.res.in) and the demand draft for tender fee may be submitted alongwith the completed Tender Documents failing which the tender will be rejected.

### **Schedule of Tender**

A	Cost of Tender Documents	Rs.500/- (non-refundable; rupees five hundred only) <b>IN PERSON</b> and Rs. 600/- (non-refundable; rupees six hundred only) <b>BY POST</b>
B	Last date for sale of Tender Documents	25.07.2014 <b>up to 11.00 AM</b>
C	Pre-bid conference	19.07.2014 at 11.00 am
D	Last date of receipt of Tenders	25.07.2014 <b>up to 03.00 PM</b>
E	Date, place and time of opening of technical bids	25.07.2014 at <b>03.30 PM</b> Committee Room, DGR, Junagadh
F	Date, place and time of opening of financial bids	To be notified by mail to the selected bidders.

(Darvesh Kumar)

Administrative Officer

REGISTERED WITH ACKNOWLEDGEMENT DUE

F.No.2(23)/Estt/2014

Date : 30.06.2014.

**Not Transferable**

DIRECTORATE OF GROUNDNUT RESEARCH (DGR)  
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)  
P.O. Box No.5, IVNAGAR ROAD JUNAGADH-362 001, GUJARAT

INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS & CONDITIONS GOVERNING THE WORK CONTRACT FOR CARRYING OUT VARIOUS FARM AND LABORATORY OPERATIONS AT THE DIRECTORATE OF GROUNDNDUT RESEARCH, JUNAGADH

**Schedule of Tender**

A	Cost of Tender Documents	Rs.500/- (non-refundable; rupees five hundred only) <b>IN PERSON</b> and Rs. 600/- (non-refundable; rupees six hundred only) <b>BY POST</b>
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F	Date, place and time of opening of financial bids	To be notified by mail to the selected bidders.

G. Tenders to remain open for acceptance upto 90 days from the date of opening. The tender document is also available at web-site [www.nrcg.res.in](http://www.nrcg.res.in)

**NOTE:**

1. The Director, Directorate of Groundnut Research (DGR) may at his/her discretion, extend the dates by a fortnight and such extension shall be binding on all the bidders.
2. If the date up to which the Tenders are open for acceptance, is declared to be a holiday the Tenders shall be deemed to remain open for acceptance till the next working day.

Directorate of Groundnut Research (DGR)

(Indian Council of Agricultural Research)

Ivnagar Road, P.B.No. 5, Junagadh - 362 001, Gujarat, India

Website: <http://www.nrcg.res.in> FAX:0285-2672550

Telephone: 0285 -2673041, 2672461

From:

The Administrative Officer

Directorate of Groundnut Research (DGR),

P.B. No.5, Ivnagar Road, Junagadh 362001, Gujarat

To

.....

.....

Dear Sir(s),

Sealed tenders are hereby invited on behalf of the Director, Directorate of Groundnut Research (DGR), P.B. No.5, Ivnagar Road, Junagadh 362001, Gujarat for work contract at the Directorate of Groundnut Research (DGR), Junagadh. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tender forms and its schedules. Please submit your rates in the tender forms if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.

1. An **earnest money** of **Rs.1.00 lakh (rupees one lakh only)** must be deposited in form of demand draft/pay order drawn in favour of the "**ICAR Unit – DGR, Junagadh**" and payable at Junagadh. The particulars of the earnest money deposited must also be super scribed on the top of the envelope by indicating the Demand Draft/Pay Order number and date, failing which the tenders will not be opened. The tenders will not be considered if earnest money is not deposited along with the tenders. The EMD will be refunded to the unsuccessful tenderers as promptly as possible whereas in the case of successful tender, EMD will be refunded after deposition of Security Deposit @ 5% of the bid value in form of Demand Draft/Bank Guarantee/FDR.
2. The bidder is permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulations the aforesaid amount of EMD will be forfeited by the Directorate. In the event of the offer made by the

tenderer not being accepted, the amount of earnest money deposited by the bidder will be refunded to him after he has applied for the same in the manners prescribed by the Institute.

3. The **Schedules** of the Tender Forms should be returned intact and pages should not be detached. In the event of the space provided on the schedule (form) being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and each page of the document should be duly stamped and signed in full by the bidder. In such cases reference to the additional pages must be made in the Tender Forms. If any modification of the schedule is considered necessary, it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates quoted by the bidders will not be accepted and the tenders may be rejected.
4. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules of the tenders are not dully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm, if it be partnership, in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney, or (iii) constituted attorney of the firm if it is a company.
5. If bidder does not accept the offer, after issue of letter of award by the Directorate within 15 days, the offer made shall be deemed to have been withdrawn without any notice and the earnest money shall be forfeited.
6. 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. 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 Directorate shall without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all costs and damages.
7. The Technical and Financial bid must be submitted separtely in sealed envelope superscribing 'A- TECHNICAL BID' and 'B-'FINANCIAL BID' and these two sealed envelopes in turn must be enclosed in a cover 'superscribed' THE WORK CONTRACT FOR PROVIDING FARM AND LABORABORY OPERATIONS IN THE EXPERIMENTAL FARM at the Directorate of Groundnut Research, (DGR), Junagadh, P.O. Box No.5, IVNAGAR road, Junagadh -362 001. All tenders should be sent by post. Tenders to be hand delivered should be put in the tender box which will be kept in the Office of the Directorate of Groundnut Research not later than **25.07.2014 up to 3.00 pm**. Tender received after the specified date and time for receipt of tender shall not be considered.
8. The rates quoted by each firm for work contract are to be given in both words and figures failing which the tender may be rejected. The bidder is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on behalf of the bidder should be indicated in the tenders. Name and address of permanent representative of the bidder, if any, may also be indicated.
9. The tenderer solely at his discretion may inspect the site of work at the Directorate. Tenders should indicate only the lump-sum amount in respect of all the services covered under this contract and that rate should not be proposed on the basis of manpower to be deployed under the contract. No request for alteration in the rates once quoted will be permitted.
10. The Agency shall employ good and reliable persons with robust health and clean record within

the age group of **18 to 60 years**. In case any of the personnel so provided is not found suitable, Director DGR, Junagadh shall have the right to ask for their replacement without giving any reasons therefor and the agency shall on receipt of a written communication will have to replace such persons immediately.

11. The Agency/Firm shall comply with all the legal requirements for obtaining license under Contract Labour (Regulation and Abolition) Act, 1970 at his own part and cost.
12. The bids should be complete in all respects. However, the Directorate is not bound to accept the lowest or any other tenders and also reserve to itself the right of accepting or rejecting the tenders in whole or in part.
13. The Security Deposit @ 5% of the bid value for the contract is to be deposited by the Selected Agency/Successful Tenderer through account payee Demand Draft/Bank Guarantee/FDR only after receiving a communication from the DGR, Junagadh. In the event of non-deposition of the same, the earnest money will be forfeited. The Security deposit will be refunded on expiry of the contract. The dues, if any, not settled by the Agency will be recovered from the security deposit.
14. No interest on security deposit and earnest money deposit shall be paid by the Directorate to the bidder.
15. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and DGR 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 Government shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time.
16. The Director, DGR, Junagadh reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Directorate, for any justifiable reasons, not mandatory to be communicated to the bidder.
17. The contract can be terminated at any point of time if the services of the firm are not found satisfactory. In such an event, the work of Farm Operations and Laboratory Works at DGR, Junagadh shall be got done from other source at the expenses of the defaulting firm.
18. Decision of Director, DGR, Junagadh shall be final for any aspect of the contract and binding to the bidders. Disputes arising, if any, on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement, dispute shall be referred to the sole arbitrator to be appointed by the Director, DGR, Junagadh. The decision of the sole arbitrator so appointed shall be final and binding on the bidders. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
19. Acceptance by the Directorate will be communicated by speed post/fax or any other form of communication. A formal letter of acceptance and work order of the tenders will be forwarded as soon as possible, but the earlier instructions in the fax/speed post etc. should be acted upon immediately.
20. The bidders, if required, can make a physical visit/inspection of the farm/fields with the permission of the in-charge concerned before submitting the bids. The details of field, farm and laboratory operations are given under the nature and scope of work in Schedule II. The bidder should indicate only the lump sum amount inclusive of taxes other than service tax in respect of operations, if any contained in the scope of work and the rates should not be

proposed/quoted on the basis of number of persons to be deployed under the contract. Once quoted, no request for alteration in the rates will be permitted.

21. To carry out farm operations, the Director, DGR, Junagadh will provide hand tools such as spade with handle, kudali with handle, kurpi, sickles, tagara, sprayer, buckets, grass cutting swards etc. and provide inputs (seeds, fertilizers, pesticides, irrigation-water etc.) and tractors (with diesel without driver) and tractor drawn implements, trolleys etc.
22. The Agency is required to quote for only the labour cost (inclusive of EPF/ESI and all other perks as per existing Labour Laws). The rates quoted should include transportation cost, manpower cost etc. The DGR shall not bear any extra charge on any account whatsoever i.e. EPF contribution, Liveries (if applicable), OTA, ESI Medical etc.
23. The following documents/vouchers are required to be enclosed with the tender form as per the terms and conditions mentioned in the tender documents.
  - a) Registration Certificate of the firm under the work contract of State/ Central Government.
  - b) Minimum annual turnover of the firm should be **Rs.25 lakhs (Rs. Twenty five lakhs)** during the last financial year.
  - c) At least one year experience of the firm in the field of providing such services in Central/State Govt. establishments/Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organizations. Provide the details in tabular form.

Sl.No.	Name of the department/organization with name and phone number of the contact person	Period		Value of contract (Rs./month)
		From	To	

Additional information, if any.

- d) Certified balance sheet of the firm for last year of the service contract by the Chartered Accountant.
- e) Duly certified copies of the satisfactory services where the Tenderer is providing the services for at least one year.
- f) Employee EPF registration certificate issued by the local/Central government.

- g) Employee ESI registration certificate issued by the local/ Central government.
- h) The 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.
- i) Nos. of staff/supervisors registered under ESI & EPF separately. Minimum 50 nos. (Staff/supervisors) required with their ESI & EPF contributions. Documentary proof of vouchers to be required and may be attached.
- j) Service tax registration certificate issued by Government etc.
- k) Copy of PAN card

24. Successful bidder will have to enter into a detailed contract agreement with Director, DGR, Junagadh on non-judicial stamp paper of Rs.100/- (rupees one hundred only) for the work.
25. Only those firms will be considered for financial bid who qualify in the technical bid.

Note:

1. The technical bids and financials bids may be submitted in separate envelopes to be sealed and put in a main cover as described earlier.
2. Attach self-attested photocopies of all documents mentioned against Sr.No.23.

Yours faithfully,

Administrative Officer

For and on behalf of the Director

DIRECTORATE OF GROUNDNUT RESEARCH (DGR)

P.B.No.5, IVNAGAR ROAD

JUNAGADH-362 001, GUJARAT

**TENDER FOR THE WORK CONTRACT ON CARRYING OUT VARIOUS FARM AND  
LABORATORY OPERATIONS AT THE DIRECTORATE OF GROUNDNUT RESEARCH (DGR),  
JUNAGADH.**

From: M/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To,

The Administrative Officer

DIRECTORATE OF GROUNDNUT RESEARCH

P.B.No.5, IVNAGAR ROAD, JUNAGADH 362 001, GUJARAT

I/We have read all the particulars regarding general information and other terms and conditions of the contract for **CARRYING OUT VARIOUS FARM AND LABORATORY OPERATIONS** at the experimental farm at DGR, Junagadh and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates quoted in our financial bid and I/we agree to hold this offer open till 90 days from the date of opening of technical bids. The rates quoted will be valid for a period of one year in the event of award of the Work Contract. I/We shall be bound by a communication of acceptance dispatched within the prescribed time.

2 I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.

3. The following pages have been added to and form of a part of this Tender\_\_\_\_\_The Schedules-I and II to accompany this tender are at pages\_\_\_\_\_.

4. Every page so attached with this Tender bears my signature and the office seal.

5. Pay order/IDD No\_\_\_\_\_of Rs.\_\_\_\_\_ drawn in favour of 'Director, Directorate of Groundnut Research (DGR), Junagadh' and payable at 'Junagadh' is enclosed as earnest money required.

Yours faithfully

Signature & Seal of the bidder

Tel. Nos.(O)\_\_\_\_\_ (Resi.)\_\_\_\_\_

(Mo.) \_\_\_\_\_

Witness \_\_\_\_\_

Address \_\_\_\_\_

Occupation \_\_\_\_\_

Mobile no \_\_\_\_\_

Address \_\_\_\_\_

Name & Signature of witness: \_\_\_\_\_

**Part I**

1. Name of the firm/agency . . . . .

2. Full address with Post Box No. (if any) and telephone no.  
.....

3. Constitution of the firm/agency (attach copy); Indian Companies Act, 1956; Indian Partnership Act, 1932 (please give names of partners) any other act, if not, the owners  
.....

4. For 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.  
.....

i) If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the tenders to refer dispute concerning business of the partnership to arbitration.. . . .  
.....

ii) If the answer to above point is in affirmative, please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partner.  
.....

5. Name and full address of the banker of the firm . . . . .

6. Permanent Income Tax No./Circle/Ward etc of the firm . . . . .

7. Any other relevant information . . . . .

**PART- II**

8. Earnest money deposited: Yes/No

**PART- III**

9. Name and address of the firm's representative and whether the firm would be representing at the opening of tenders Yes / No

If yes, name and address of the firm's representative  
.....

10. Name of the Permanent Representative to be visiting at Directorate of Groundnut Research (DGR), Junagadh regarding the contract

Date: .....

Place: .....

*AUTHORISED SIGNATORY*

Please add supplementary pages (to be numbered by the bidder), if needed.

## SCHEDULE-II

GENERAL INFORMATION AND OTHER TERMS & CONDITIONS OF THE CONTRACT FOR CARRYING OUT VARIOUS FARM AND LABORATORY OPERATIONS AT THE DIRECTORATE OF GROUNDNUT RESEARCH (DGR), JUNAGADH.

### Scope of work

The nature of the farm/lab operations are:-

Ploughing of fields(helper), preparation of plot/paths/irrigation channel, sowing, irrigation, application of FYM and fertilizers, fertigation, spray of agrochemicals, weeding and hoeing, earthing-up, harvesting, threshing, drying, seed cleaning, storage, stripping of pods, packaging, digging of pits, maintenance of basin, plantation, maintenance of potted plants, collection of soil and plant samples, assistance in materials for recording observations, cleaning of glassware and plastic ware, packing of material, sterilization of material, filling of pots in glass house and pot experimental sites, watering in glass houses and pots, cleaning of glass house, assisting in post-harvest observation, emasculation and pollination etc. (Unit-wise details see in attached annexure)

### TERMS & CONDITIONS

1. The service staff should follow strict attendance and alternative arrangements are to be made by the Agency whenever anyone of staff/supervisor is to go on leave under intimation to this office.
2. Changing of staff/supervisor should be intimated to the Office.
3. The Director, DGR, Junagadh reserves the right to reject any or all quotations in whole or in part without assigning any reason therefore. The decision of Director, DGR, Junagadh shall be final and binding on the contractor in respect of clause covered under the contract.
4. The staff/supervisor provided should also maintain secrecy and discipline in the premises of DGR.
5. The staff provided should be in sound health and free from diseases and capable of doing physical and manual work.
6. The Agency shall keep a complaint register with his supervisor, and it shall be open to verification by the officer authorized by the Director, DGR. All complaints should be immediately attended to by the Agency.
7. The agreement may be terminated with one month notice on either side.
8. The Agency shall not sublet the work without prior written permission of the Director, DGR, Junagadh.
9. The staff and supervisor shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
10. The Agency shall provide necessary manpower to DGR, Junagadh as per the rules and acts prevalent in the State of Gujarat. The agency shall engage the staff falling in the age group of 18 to 60 years physically & mentally fit. In case any of the staff/supervisor so provided is not found suitable by the DGR, the DGR shall have the right to ask for a replacement without giving any reason thereof and the Agency shall on receipt of an oral/written communication, will replace such person(s) immediately.
11. Under no circumstances, the staff provided by the Agency under this contract will be employee of the DGR/ICAR and there will be no employer-employee relationship between the DGR and the staff so engaged by the Agency in the aforesaid services.
12. Payment for work contract will be made monthly upon submission of pre-receipted bill by seventh of each month and payment may be made within fifteen days from the presentation of bills. However the agency will pay the wages to the staff and supervisor engaged by him on or before 7<sup>th</sup> of each month irrespective of receipt of payment from the Directorate. The agency will pay the wages and other perks to its staff and supervisor in the presence of officer(s) nominated by the DGR as per provision of Contract Labour Act.

13. The Agency will discharge all his legal obligations in respect of the staff and supervisors to be engaged 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 Agency shall indemnify and keep indemnified the DGR against any claims, losses 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 Director, DGR shall be final and binding on the Agency.
14. The work contractor shall carry out the Farm Operations under the Direct supervision/instructions/satisfaction of the **Director or his nominee between 0800 hrs. and 1700 hrs.** The contractor shall complete the job works as and when required for the particular item of job and work entrusted to them within the period required by this Centre, failing which the payment of unattended work will be disallowed.
15. The Director, DGR, Junagadh will deduct the Income Tax from the payments due for the services provided as per rule.
16. Risk Clause: Director, DGR reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause notice to be replied within a week and also the right to award the contract to any other agency at the risk and cost of current agency and to recover the excess expenditure incurred on this account from Security Deposit or pending bills or by raising a separate claim.

### **SPECIAL TERMS & CONDITIONS**

1. The farm operations normally begin at 0800 hrs and continue till 1700hrs. Operations can be assigned beyond normal working hours and/or Sunday/holiday depending on requirement.
2. The quantum and volume of farm operations of various sections/units shall be compiled on weekly basis by the Farm Section which shall be intimated in advance on each fortnight to the Agency which will arrange manpower for carrying out the farm operations.
3. The Farm Superintendent will act as Nodal Officer and maintain liaison with the Agency and the indenting units/sections.
4. The Agency will depute its representative on each working day for liaison and DGR will deploy its technical staff to supervise/monitor farm operations to be carried out by the Agency.
5. The Tractor (with diesel, without driver) and the tractor drawn implements and inputs like seeds, fertilizers, pesticides, FYM, etc. shall be provided by the Directorate as and when needed.
6. The Agency shall raise bill on monthly basis compiling the jobs completed for each section/unit on actual work done at the approved rates for various farm operations and submit the bill to Farm Superintendent by 2<sup>nd</sup>/3<sup>rd</sup> day of the following month and the farm Superintendent will get the bills certified within three working days and submit the same to the Cash & Bill Section for processing payment. The payment of the bills shall be made within 15 days from the date of presentation of bills.
7. The Agency will pay the prevailing labour wages to the staff and supervisor engaged by him on monthly basis i.e. on or before 7<sup>th</sup> day of every month irrespective of receipt of payment from the Directorate.
8. The various sections will submit their work done certificate indicating quantum/volume of work on the first/second working day of the following month to ensure timely payment of bills. The quantum/volume of different operations of the section for the next week should reach to the Farm Superintendent well in advance to facilitate arrangement of staff in time by the Agency.
9. The contractor shall maintain the records of staff engaged by it for farm operations which may be inspected by DGR officials whenever required.
10. In case any staff/supervisor meets any mis-happening, accidents, or suffers bites of poisonous insects/reptiles/animals etc., the Agency shall be responsible for arranging their medical treatment, welfare and compensation etc.
11. The quantum/volume of work projected for a week may increase/decrease depending on actual need. The contractor will be bound to get the additional work, if any, completed assigned within the prescribed time.
12. Additional quantity of work, not listed in the annexures, if assigned will have to be executed by the contractor at additional pro-rata payment based on the rate quoted in the bid.

**LIQUIDATED DAMAGES CLAUSE:**

1. An amount equivalent to three times of the rate quoted for a specific job will be levied as liquidated damages for non-performance/partial performance/poor performance of the specific job assigned to the Agency for carrying out within the specified time/day.
2. Any misconduct/misbehavior on the part of the staff/supervisor engaged by the Agency will not be tolerated and such person(s) will have to be replaced immediately by the Agency and loss/damage caused, if any, shall be recovered from the Agency.

**FINANCIAL BID**

(This financial bid to be enclosed in a separate envelop with seal)

Last date for receipt of Tender: **25.07.2014 up to 03.00 PM**

Date of opening of Financial Bids: To be intimated later on only to technically qualifying bidders

To,

The Administrative Officer

Directorate of Groundnut Research (DGR)

P.O. BOX NO.5, IVNAGAR ROAD, JUNAGADH-362 001, GUJARAT

Sir,

I/We submit here under our rates for **THE WORK CONTRACT ON CARRYING OUT VARIOUS FARM AND LABORATORY OPERATIONS** AT THE DIRECTORATE OF GROUNDNUT RESEARCH (DGR), JUNAGADH.

Sl. No	Unit	Work details	Field work Rate/ha	Estimated total manpower
1.	Crop Improvement	As per annexure I		
2.	Crop Production	As per annexure III		
3.	Crop Protection	As per annexure II		
4.	Basic Sciences	As per annexure IV		
5.	Farm	As per annexure V		
6.	Seed Project	As per annexure VI		
7.	Estate and Guest house	As per annexure VII		
8.	Social Sciences	As per annexure VIII		
9.	Laboratory work (Rate/hour)	As per annexure IX		

I/We agree to forfeiture of the earnest money deposited by me/us if I/we fail to comply with any of the terms and conditions in whole or in part laid down in the Tender form.

I/We have carefully read the terms and conditions of the Tender and agree to abide by these in letter and spirit.

Signature and seal of the bidder

Tel. Nos.(O)\_\_\_\_\_ (Resi.)\_\_\_\_\_

(Mo.) \_\_\_\_\_

## Work to be done in the experimental fields of Crop Improvement Unit at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/ Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	Plant breeding	5.0		Aug 14	Manual emasculation and pollination (artificial hybridization), weeding, leaf and plant sampling for different trials, irrigation (need based), assistance in observations.
				Sep 14	Weeding, leaf and plant sampling for different trials, assistance in observations., irrigation (need based).
				Oct 14	Irrigation, spraying, weeding, sampling, assistance in observations, assistance in selection, manual harvesting, hand-stripping, bagging and assistance in observations at the time of harvest, irrigation for harvesting.
				Nov 14	Plant sampling, assistance in selection, manual harvesting hand-stripping, bagging, bund cleaning
				Dec 14	Bund cleaning, stone collection
			2.0	Jan 15	Bund cleaning, stone collection, field preparation of summer crop
				Feb 15	Field preparation and lay-out, fertilizer application, sowing of summer experiments, irrigation, spray of pre-emergence herbicides, green manuring.
				Mar 15	Assistance in observations on flowering, irrigation, soil sampling, plant sampling, hand weeding, FYM spreading, green manuring

				Apr 15	Irrigation, soil sampling, assistance in observations, plant sampling, hand weeding, FYM spreading, green manuring, weed control in vacant breeding plots and bunds, pre-sowing irrigation
				May 15	Irrigation, soil sampling, plant sampling, assistance in observations, hand weeding, harvesting of summer crop, field preparation for kharif-15 trials, weed control in vacant breeding plots and bunds.
				June 15	Hand-shelling, harvesting of summer crop; field preparation for <i>kharif</i> 2015 crop and field layout; sowing of kharif 2015 crop, manual application of fertilizers in furrow trial wise, irrigation, spray of pre-emergence weedicides, raising of hybridization block.
<b>2</b>	<b>Cytogenetics</b>	<b>1.5</b>		Aug 14	Manual emasculation and pollination (artificial hybridization), weeding, leaf and plant sampling for different trials, irrigation (need based).
				Sep 14	Weeding, irrigation, drainage, assistance in handling of materials for field observations
				Oct 14	Irrigation, sampling, harvesting, drying, stripping, bagging, storage and pod cleaning
				Nov 14	Harvesting, cleaning bagging, labeling and drying of harvested produce
				Dec 14	Weeding, irrigation, spraying and assistance in recording of observations, Hybridization
			<b>0.5</b>	Jan 15	Shelling, cleaning and storage of Kharif produce
				Feb 15	Sorting out the material for summer 2015, sowing, fertilizer application, spraying, Preparation of plots, paths, channels, field layout, seed treatment, irrigation, bird scaring etc
				Mar 15	Preparation of plots, paths, channels and field layout, irrigation, assistance in handing of materials for observations recording, spraying, weeding, hoeing etc.
				Apr 15	Irrigation, weeding, spray of pesticides, assistance in handing of materials for observation etc.
				May 15	Harvesting, stripping, cleaning, bagging, weighing, irrigation, storage, shelling, fertilizers weighing, spreading residues on beds etc.

				June 15	Sorting out of material for Kharif sowing, preparation of plots, paths, bunds, channels, application of fertilizers, sowing, spray of pesticides, seed treatment, irrigation etc.
<b>3</b>	<b>Genetic Resources</b>	<b>3.78</b>		Aug 14	Weeding, earthing up, spraying, drainage, assistance in field observations, up keep of wild relatives, sick plot maintenance etc
				Sep 14	Weeding, irrigation, soil sampling, drainage, assistance in handling of materials for field observations, up keep of wild relatives, sick plot maintenance etc.
				Oct 14	Irrigation, sampling, harvesting, drying, stripping, bagging, soil sampling, storage, pod cleaning, up keep of wild relatives, sick plot maintenance etc.
				Nov 14	Harvesting of germplasm, cleaning bagging, labeling and drying of harvested accessions, weeding and up keep of wild relatives, sick plot maintenance etc.
				Dec 14	Shelling, cleaning and storage of Kharif produce in cold storage module, weeding and up keep of wild relatives, sick plot maintenance etc.,
			<b>1.56</b>	Jan 15	Post-harvest observations of Kharif trials sorting out the material for summer 2015, cleaning of bunds and surroundings of fields, weeding and up keep of wild relatives, sick plot maintenance etc.
				Feb 15	Sorting out the material for summer 2015, sowing of the germplasm accessions, fertilizer application, spraying, Preparation of plots, paths, channels, field layout, seed treatment, irrigation, bird scaring, weeding and up keep of wild relatives, sick plot maintenance etc.,
				Mar 15	Preparation of plots, paths, channels and field layout, raising of green manure crops, irrigation, assistance in handing of materials for observations recording, spraying, weeding, hoeing, weeding and up keep of wild relatives, sick plot maintenance, etc.
				Apr 15	Irrigation, weeding, spray of pesticides, assistance in handing of materials for observation weeding and up keep of wild relatives, sick plot maintenance etc.,
				May 15	Harvesting, stripping, cleaning, bagging, weighing, irrigation, storage, shelling, fertilizers weighing, spreading residues on beds, weeding and up keep of wild relatives, sick plot maintenance etc.

				June 15	Sorting out of material for Kharif sowing, preparation of plots, paths, bunds, channels, application of fertilizers, sowing, spray of pesticides, seed treatment, irrigation, weeding and up keep of wild relatives, sick plot maintenance etc.
<b>4</b>	<b>AICRP (G)</b>	<b>0.15</b>		Aug 14	Weeding, Irrigation
				Sep 14	Weeding, Irrigation
				Oct 14	Harvesting of AICRP-G check varieties of rabi-summer trials
				Nov 14	Cleaning, packing and seed dispatch of rabi-summer 2014-15 AICRP-G trials
				Dec 14	Cleaning, packing and seed dispatch of rabi-summer 2014-15 AICRP-G trials
			<b>0.15</b>	Jan 15	Shelling of AICRP-G check varieties of kharif trials
				Feb 15	Sowing of AICRP-G check varieties of kharif trials, irrigation and pre-emergent weedicide spray
				Mar 15	Weeding, Irrigation
				Apr 15	Weeding, Irrigation, workshop page setting work etc.
				May 15	Cleaning, packing and seed dispatch of kharif 2015 AICRP-G trials
				June 15	Sowing of AICRP-G check varieties of rabi-summer trials, irrigation and pre-emergent weedicide spray

## Work to be done in the experimental fields of Crop Protection Unit at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/ Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	Plant Pathology	1.0		Aug 14	Weeding, spraying of fungicide, monthly sowing, soil application of fungal Inoculums in field trials weeding in Concrete block experiment
				Sep 14	Weeding, spraying of fungicide and monthly sowing, soil application of fungal Inoculums in field trials, weeding in Concrete block experiment
				Oct 14	Weeding, irrigation, harvesting, Cleaning of pod, Handling of pod weighing, and monthly sowing, Irrigation. Plant sampling,
				Nov 14	harvesting, post-harvest handling, Cleaning of pod, Handling of pod weighing, Monthly sowing experiment and irrigation
				Dec 14	Weeding, monthly sowing and irrigation, Pre irrigation for field preparation for next season , bund cleaning
			1.0	Jan 15	Weeding, monthly sowing, irrigation, shelling, seed cleaning, land preparation and lay out, seed treatment, application of fungal inoculums, sowing, irrigation and filling the earthen pot, digging the concrete block.
				Feb 15	Seed treatment, application of fungal inoculums, sowing, irrigation, weeding
				Mar 15	Weeding, spraying, irrigation, application of fungal Inoculums in field trials, and monthly sowing

				Apr 15	Weeding, irrigation, plant sampling and monthly sowing
				May 15	Weeding, irrigation, harvesting, shelling, filling the earthen pot, digging the concrete block. and monthly sowing expt.
				June 15	Harvesting, application of fungal Inoculums, seed treatment, pod cleaning, pod weighing, shelling, spreading of FYM, field preparation, lay out, sowing
<b>2</b>	<b>Entomology</b>	<b>1.0</b>		Aug 14	Sowing of monthly crop, irrigation (if required), hand weeding, hand hoeing and helping in spraying pesticides, harvesting of monthly sown crop.
				Sep 14	Sowing of monthly crop, irrigation (if required), hand weeding and harvesting monthly sown crop.
				Oct 14	Sowing of monthly crop, irrigation (if required), hand weeding and harvesting monthly sown crop, harvesting <i>kharif</i> , 2014 experiments, manual stripping, cleaning and weighing.
				Nov 14	Sowing of monthly crop, irrigation (if required), hand weeding and harvesting monthly sown crop. (%) etc.
				Dec 14	Sowing of monthly crop, irrigation (if required), hand weeding and harvesting monthly sown crop, field preparation (irrigation and cleaning) for <i>rabi</i> -summer, 2015 experiments.
			<b>1.0</b>	Jan 15	Sowing of monthly crop, irrigation, hand weeding and harvesting monthly sown crop, bund formation, laying out experiments, shelling and cleaning.
				Feb 15	Manual sowing of monthly crop and experiments, fertilizer application, irrigation, hand weeding, hand hoeing and other inter cultural operations as well as helping in spraying pesticides, harvesting of monthly sown crop.
				Mar 15	Sowing of monthly crop, irrigation, hand weeding, hand hoeing and other inter cultural operations as well as helping in spraying pesticides, harvesting monthly sown crop.

				Apr 15	Sowing of monthly crop, irrigation, hand weeding, hand hoeing and other inter cultural operations as well as helping in spraying pesticides, harvesting monthly sown crop.
				May 15	Sowing of monthly crop, irrigation and harvesting monthly sown crop as well as experiments, stripping, cleaning and weighing as well as shelling (%). Field preparation for kharif, 2015 experiments (irrigation, cleaning and applying FYM).
				June 15	Bund formation, laying out experiments, shelling, manual sowing, fertilizer application, irrigation (if required) and hand weeding as well as helping in spraying pesticides, harvesting monthly sown crop, etc.

## Work to be done in the experimental fields of Crop Production Unit at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/ Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	Agronomy	1.5		Aug 14	Plant sampling, weeding, earthing up, spraying, drainage, assistance in field observations, etc.
				Sep 14	Weeding, irrigation, soil and plant sampling, drainage, assistance in handling of materials for field observations, etc.
				Oct 14	Irrigation, sampling, harvesting, stripping, bagging, soil sampling, storage, pod cleaning, etc.
				Nov 14	Preparation of bunds, paths, irrigation channels, plots, wheat and chickpea sowing, application of fertilizers and weighing, spray of herbicides and pesticides, weeding, etc.
				Dec 14	Irrigation, weeding, spray of pesticides, etc.
			2.0	Jan 15	Field preparation, preparation of plots, paths, channels, field layout, sowing, Irrigation, shelling, fertilizers, weighing, etc.
				Feb 15	Preparation of plots, paths, channels, field layout, shelling, sowing, seed treatment, irrigation, bird scaring, etc.
				Mar 15	Preparation of plots, paths, channels and field layout, raising of green manure crops, irrigation, fertigation, assistance in handing of materials for observations, harvesting of chickpea, spraying, weeding, hoeing, threshing, etc.

				Apr 15	Irrigation, plant sampling, weeding, fertigation, spray of pesticides, harvesting of wheat, threshing, bagging, etc.
				May 15	Harvesting, stripping, cleaning, bagging, weighing, irrigation, threshing, raising of green manure crop, storage, shelling, fertilizers weighing, spreading residues on beds, etc.
				June 15	Preparation of plots, paths, bunds, channels, application of FYM and fertilizers, sowing, spray of pesticides, seed treatment, irrigation, soil sampling, etc.
<b>2</b>	<b>Soil Science</b>	<b>0.8 and 50 pots</b>		Aug 14	Plant sampling, weeding, hoeing, earthing-up, spraying, drainage, assistance in periodical observations etc.
				Sep 14	Weeding, irrigation, soil and plant sampling and processing, drainage, assistance in handling of materials for field observations, etc.
				Oct 14	Irrigation, assistance in periodical observations, harvesting, stripping, drying, soil & plant sampling, their processing, storage, pod cleaning, etc.
				Nov 14	Preparation of bunds, paths, irrigation channels, plots, seed treatment, application of FYM and fertilizers, sowing of rabi crop, irrigation, spray of herbicides and pesticides, weeding, soil sampling etc.
				Dec 14	Irrigation, weeding, hoeing, spray of pesticides, assistance in periodical observations etc.
			<b>0.8 &amp; 50 pots</b>	Jan 15	Field preparation, bund formation, paths, channels, field layout, sowing, irrigation, shelling, seed preparation, fertilizers weighing, assistance in periodical observations soil sampling, etc.
				Feb 15	Preparation of plots, paths, channels, field layout, sowing, seed treatment, irrigation, bird scaring, assistance in periodical observations etc. Mixing of soils, fertilizers, FYM etc., filling of pots, seed treatment and sowing, watering of pots, soil & plant sampling and processing, assistance in handling of materials and observation recording etc.
				Mar 15	Plant sampling, weeding, earthing-up, spraying, hoeing, drainage, assistance in periodical observations, harvesting of rabi crop, threshing etc.

				Apr 15	Irrigation, plant sampling, weeding, fertigation, spray of pesticides, harvesting of rabi crop (wheat), threshing, bagging, etc.
				May 15	Irrigation, assistance in periodical observations, harvesting, stripping, fertilizers weighing etc.
				June 15	Preparation of plots/pots, paths, bunds, channels, application of FYM and fertilizers, sowing, spray of pesticides, seed treatment, irrigation, soil sampling, etc.

## Work to be done in the experimental fields of Basic Science Unit at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	Plant Physiology	2.5		Aug 14	Weeding, sampling, plant washing, pot irrigation, irrigation of field if required
				Sep 14	Weeding, sampling for growth analysis, plant washing, pot irrigation, irrigation of field if required
				Oct 14	Weeding, harvesting, pod picking, sample (plant) washing, drying of produce
				Nov 14	Harvesting, pod picking, pod drying, dry weight of plant samples and fodder weight, pot experiment harvesting
				Dec 14	Dry weight of plant samples, pod cleaning, pod yield and weight
			1.5	Jan 15	Preparation of nutrient blocks, seed preparation (shelling) for summer-2015, layout preparation
				Feb 15	Layout in field, bund preparation, sowing and irrigation
				Mar 15	Weeding, irrigation, sampling, plant washing
				Apr 15	Weeding, irrigation, sampling for growth analysis, plant washing
				May 15	Weeding, harvesting, sampling at harvest, pod stripping, pod drying
				June 15	Weeding, harvesting, sampling at harvest, pod drying, pod cleaning and pod & haulm dry

					weight, seed preparation for kharif-2015
<b>2</b>	<b>Microbiology</b>	<b>1.8 and 300 pots</b>		Aug 14	Sampling, hoeing, weeding, irrigation (if required), spraying, etc.
				Sep 14	Sampling, hoeing, weeding, observation, irrigation (if required), spraying, drying of samples, etc.
				Oct 14	Harvesting, stripping of pods, drying, shelling, weighing, cleaning of pods, packaging, etc.
				Nov 14	Stripping of pods, drying, weighing, cleaning of pods, etc.
				Dec 14	Preparation of land, application of FYM
			<b>1.0 and 200 pots</b>	Jan 15	Preparation of land, making bunds, shelling of pods, weighing of fertilizers, making packets of fertilizers, etc.
				Feb 15	Sowing, irrigation, weeding, seed treatments, hoeing, bund preparation, etc.
				Mar 15	Sampling, hoeing, weeding, irrigation, spraying, etc.
				Apr 15	Sampling, hoeing, weeding, irrigation, spraying, etc.
				May 15	Harvesting, stripping, drying, shelling, weighing, packaging, cleaning, etc.
				June 15	<b>Summer produce:</b> Harvesting, stripping, drying, shelling, weighing, packaging, cleaning, etc.; <b>Kharif 2015:</b> Preparation of land, shelling of pods, making fertilizer packets, sowing, seed treatments, fertilizer application, irrigation, bund preparation, hoeing, weeding, spraying, etc.

## Work to be done in the fields of Farm Unit at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/ Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	<b>Developmental Activities</b>			Aug 14 to June 15	1. To help during field operation carry out with tractor
					2. General cleaning nearby the office building, nearby boundaries wall, bunds of pond, residential colony
					3. Weedicide spraying by tractor operated sprayer in road side, colony side, nearby office building and un cultivated lands in DGR campus to eradicate weeds from DGR campus
					4. Collection of stones at the time of development of uncultivated land
					5. Loading and unloading of farm produce and farm inputs
					6. Irrigation in road side plantation by water tanker
					7. Pruning and cutting of trees and bushes in campus
2	<b>Resources Generation</b>	5.0		Aug 14	Weeding, Cleaning, Agro forestry maintain the work
				Sep 14	Spraying insecticide, Weeding, Cleaning etc.
				Oct 14	Spraying, weeding, Cleaning/Harvesting

				Nov 14	Harvesting, Packing, Cleaning, sowing of rabi crops
				Dec 14	Sowing of rabi crops, Spraying, of weedicide, Irrigation, bund formation, fertilizer application
			<b>7.0</b>	Jan 15	Irrigation, weeding, Cleaning etc. Agro forestry maintain the work
				Feb 15	Irrigation, weeding, Cleaning etc.
				Mar 15	Harvesting, Cleaning, packing etc. Agro forestry maintain the work
				Apr 15	Farm produce cleaning, Packing etc.
				May 15	Agro forestry – Basin preparation, cleaning etc.
				June 15	Agro forestry – Basin preparation, cleaning etc.

## Work to be done in the experimental fields of ICAR SEED PROJECT at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	ICAR SEED PROJECT	6.5		Aug 14	Weeding (spray, manual)
				Sep 14	Rogueing, weeding, bagging, storage
				Oct 14	Harvesting, threshing, winnowing, cleaning, grading, bagging, storage
				Nov 14	Winnowing, cleaning, grading, bagging, weighing, storage
				Dec 14	Winnowing, cleaning, grading, bagging, weighing, storage
			4.0	Jan 15	Shelling, field-preparation, fertilizer mixing and application, sowing, irrigation, spray, seed supply
				Feb 15	Shelling, field-preparation, fertilizer mixing and application, sowing, irrigation, spray, seed supply, fumigation
				Mar 15	Weeding, irrigation, fumigation
				Apr 15	Weeding, irrigation, fumigation, seed-supply
				May 15	Weeding, irrigation, fumigation, seed-cleaning and seed-supply, shelling, harvesting, threshing

				June 15	Harvesting, threshing, winnowing, cleaning, grading, bagging and seed supply; shelling, sowing, irrigation, weedicide-spray
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## Work to be done in the Estate and Guest House at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/ Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	Estate	0.50		Aug. 14 to June 15	Weeding, cleaning and watering in garden, Un fore-seen estate work
2	Guest House	0.25		Aug. 14 to June 15	Maintenance of lawn, garden, pots and surrounding area of guest house, Spraying of weedicide, watering to the plants/fertilizer, cutting of plants/hedges

## Work to be done in the Social Science Unit at DGR, Junagadh on Contract basis

Sr. No.	Name of the Section	Area in (ha)		Month/ Year	Scope of job work to be done
		Kharif 14	R/S 14-15		
1	Technology park	0.3		Aug 14	Weeding (spray, manual)
				Sep 14	Rogueing, weeding,
				Oct 14	Harvesting, threshing, winnowing, cleaning, grading, bagging, storage
				Nov 14	Winnowing, cleaning, grading, bagging, weighing, storage
				Dec 14	Winnowing, cleaning, grading, bagging, weighing, storage
			0.3	Jan 15	Shelling, field-preparation, fertilizer mixing and application, sowing, irrigation, spray, seed supply
				Feb 15	Shelling, field-preparation, fertilizer mixing and application, sowing, irrigation, spray, seed supply, fumigation
				Mar 15	Weeding, irrigation, fumigation
				Apr 15	Weeding, irrigation, fumigation, seed-supply
				May 15	Weeding, irrigation, fumigation, seed-cleaning and seed-supply, shelling, harvesting, threshing
				June 15	Harvesting, threshing, winnowing, cleaning, grading, bagging and seed supply; shelling, sowing, irrigation, weedicide-spray

**Work to be done in the Laboratory of different section at DGR on Contract basis (August 2014 to July 2015)**

<b>Sr. No</b>	<b>Section</b>	<b>Approx. Mandays/ day</b>	<b>Laboratory work</b>
<b>1</b>	<b>Plant breeding</b>	<b>4</b>	Drying and of harvested materials; Cleaning of harvested materials, sorting, arrangement and bagging; Assistance in observation on plant and leaf sampling; Assistance in post-harvest observations of pod samples; Preparation of packets for sowing and seed dressing with fungicides; Packing of AICRP-G materials; Arranging seed packets for storing; Powdering of plant samples; Digestion of plant samples; Washing of glass wares; Preparation of seed samples for different biochemical analysis
<b>2</b>	<b>Cytogenetics</b>	<b>1</b>	Cleaning of glassware, preparation and packing of materials for autoclaving, disposal of hazardous materials by sterilization
<b>3</b>	<b>Genetic Resources</b>	<b>0.5</b>	For post-harvest observations and pre-sowing preparations
<b>4</b>	<b>Biotechnology Three Glasshouse</b>	<b>2</b>	Pot filling, sowing, watering, harvesting, insecticide and pesticide spraying, glasshouse cleaning etc.
	<b>Laboratory</b>	<b>2</b>	Cleaning of glassware, preparation and packing of materials for autoclaving, disposal of hazardous materials by sterilization
<b>5</b>	<b>Plant Pathology</b>	<b>1</b>	Cleaning Glass, plastic wares ,Laboratory cleaning, Laboratory experiment work, Pot experiment,
<b>6</b>	<b>Entomology</b>	<b>0.5</b>	Cleaning plastic and glasswares as well as preparing materials for autoclaving in both entomology and nematology labs. Maintaining pot culture experiments in entomology and nematology net houses (sowing, irrigation, hand weeding and assisting in recording observations).
<b>7</b>	<b>Agronomy</b>	<b>2</b>	Glassware cleaning (50/day), grinding of soil and plant samples for chemical analysis, assistance in recording pre and post-harvest observations
<b>8</b>	<b>Soil Science</b>	<b>1</b>	Plant and soil sample grinding, Glassware washing, pod cleaning, post-harvest observations, via shelling, 100 pods & seed counting, pod weighing and other lab work.
<b>9</b>	<b>Plant Physiology</b>	<b>2.5</b>	Glassware washing, post-harvest work of experiments (shelling%, 100 seed wt, etc) and other lab work. Sample grinding for digestion, and plastic bottle washing, pot filling etc.
<b>10</b>	<b>Microbiology</b>	<b>4</b>	Cleaning and washing of glasswares (petridishes, flasks, beakers, funnels, reagent bottles, pipettes, etc.) and plasticwares; drying of glasswares and plasticwares; packaging of glasswares and plasticwares for autoclaving, etc. , post-harvest observations like shelling, preparing samples for N and P estimation, etc.