

REGISTERED WITH ACKNOWLEDGEMENT DUE

F.No.2(23)/Estt/2015/

Date : \_\_\_\_\_.

**Not Transferable**

ICAR- DIRECTORATE OF GROUNDNUT RESEARCH (DGR)  
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, AND ALLIED WORKS AT THE ICAR-DIRECTORATE OF GROUNDNDUT RESEARCH, JUNAGADH

**Revised Schedule of Tender**

A	Cost of Tender Documents	₹500/- (non-refundable; rupees five hundred only) <b>IN PERSON</b> and ₹ 600/- (non-refundable; rupees six hundred only) <b>BY POST</b>
B	Last date for sale of Tender Documents	19 <sup>TH</sup> February, 2015 (Thursday) <b>up to 15:00 h</b>
C	Pre-bid conference	16 <sup>th</sup> February, 2015 (Monday) at 15:00 h
D	Last date of receipt of Tenders	20 <sup>th</sup> February, 2015 (Friday) upto 15:00 h
E	Date, place and time of opening of technical bids	20 <sup>th</sup> February, 2015 (Friday) at <b>15:30 h</b> Committee Room, ICAR-DGR, Junagadh
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, ICAR-Directorate of Groundnut Research (ICAR-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.

ICAR-Directorate of Groundnut Research (DGR)

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

ICAR-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, ICAR-Directorate of Groundnut Research (DGR), P.B. No.5, Ivnagar Road, Junagadh 362001, Gujarat for work contract at the ICAR-Directorate of Groundnut Research, Junagadh on crop season basis for a period of one year which may be extended for further period up to 2 more years subject to satisfactory performance of the vendor and its willingness to continue.

1. 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.
2. A **Bid Security** deposit of ₹ 1.25 lakh (rupees one lakh twenty five thousand only) must be deposited in the form of demand draft/pay order drawn in favour of the "ICAR Unit – DGR, Junagadh" and payable at Junagadh. The particulars of the security 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 BID SECURITY will be refunded to the unsuccessful tenderers as promptly as possible whereas in the case of successful tender, BID SECURITY will be refunded after deposition of Performance Security Deposit ₹ 3,00,000/-(rupees three lakhs only) in form of Demand Draft/Bank Guarantee/FDR.
3. 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 and if he fails to accept the offer made to him the amount of security deposit and performance security

deposit will be forfeited by the Directorate and the firm will not be allowed to participate in the future process.

4. 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.
5. 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.
6. 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.
7. 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.
8. The Technical and Financial bids (two bid system) must be submitted separately in sealed envelope super scribing '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 VARIOUS FARM AND LABORATORY OPERATIONS, AND ALLIED WORKS at the ICAR-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 ICAR-Directorate of Groundnut Research not later than **20<sup>th</sup> February upto 15:00 h.** Tender received after the specified date and time for receipt of tender shall not be considered.
9. 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.
10. 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.

11. The Agency shall employ sufficient number of labour force of good and reliable persons with robust health (18-60 years) and clean record. In case any of the personnel so provided is not found suitable, ICAR-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.
12. 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.
13. The bids should be complete in all respects. However, this 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.
14. The **Performance Security of ₹ 3,00,000/- (rupees three lakhs only)** 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 ICAR-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.
15. No interest on performance security deposit and Bid Security deposit shall be paid by the Directorate to the bidder.
16. 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.
17. The ICAR-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.
18. 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 VARIOUS FARM AND LABORATORY OPERATIONS, AND ALLIED WORKS at ICAR-DGR, Junagadh shall be got done from other source at the expenses of the defaulting firm.
19. Decision of Director, ICAR-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, ICAR-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 as amended from time to time.
20. 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.
21. 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.

22. To carry out farm operations, the Director, ICAR-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, with or without driver as the case may be) and tractor drawn implements, trolleys etc.
23. The ICAR-DGR does not pledge itself to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders whole or in part keeping in view valid reasons. Conditional tenders will not be accepted.
24. The ICAR-DGR, in its capacity as principal employer, reserves the rights to modify any of the terms and conditions of the contract as mentioned in the schedule I and II of this document, at its discretion, in the interest of the job/work.
25. The following documents/vouchers are required to be enclosed with the tender form as per the terms and conditions mentioned in the tender documents.
- Registration Certificate of the firm under the work contract of State/ Central Government.
  - Minimum annual turnover of the firm should be **₹ 25 lakhs (₹ Twenty five lakhs)** during the **last financial year** (i.e.2013-2014).
  - 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 (₹/month)
		From	To	

Additional information, if any.

- Certified balance sheet of the firm for last year (FY 2013-14) of the service contract by the Chartered Accountant.
- Duly certified copies of the satisfactory services where the Tenderer is providing the services for at least one year.
- Employee EPF registration certificate issued by the local/Central government.
- Employee ESI registration certificate issued by the local/ Central government.
- 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.

*REVISED DOCUMENT (07.02.2015)*

- 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 (preceding three years).
  - j) I.T. returns for preceding three years.
  - k) Service tax registration certificate issued by Government etc.
  - l) Copy of PAN card
  - m) Income tax and service tax registration certificate issued by the respective departments.
  - n) Whether the firm has any legal suit/criminal case pending against it for violation of PF/ESI, Minimum wages act or other law (give details). The firm/agency must enclose a certificate indicating that there is no criminal/legal suit pending/or being contemplated.
26. Successful bidder will have to enter into a detailed contract agreement with ICAR-Director, DGR, Junagadh on non-judicial stamp paper of Rs.100/- (rupees one hundred only) for the work.
27. Only those firms will be considered for financial bid who qualify in the technical bid.

**Note:**

1. The technical bids and financials bids must 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.\_\_\_\_.

Yours faithfully,

Administrative Officer

For and on behalf of the Director

ICAR-DIRECTORATE OF GROUNDNUT RESEARCH (DGR)

P.B.No.5, IVNAGAR ROAD

JUNAGADH-362 001, GUJARAT

TENDER FOR THE WORK CONTRACT ON VARIOUS FARM AND LABORATORY OPERATIONS, AND ALLIED WORKS AT THE ICAR-DIRECTORATE OF GROUNDNUT RESEARCH (DGR), JUNAGADH.

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

To,

The Administrative Officer  
ICAR-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, AND ALLIED WORKS** at ICAR-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 ₹ \_\_\_\_\_ drawn in favour of 'Director, ICAR-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 ICAR-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, AND ALLIED WORKS AT THE ICAR-DIRECTORATE OF GROUNDNUT RESEARCH (DGR), JUNAGADH.

### Scope of work

The nature of the farm/lab operations and allied works 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, 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 pre- and-post-harvest observations, emasculation and pollination, tractor driver, bullock pair with ploughman and implements, road side cleaning, bushes/trees cutting, etc. (details see in attached annexures)

### 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, ICAR-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, ICAR-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, ICAR-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 ICAR-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, ICAR-DGR, Junagadh will deduct the Income Tax from the payments due for the services provided as per rule.
16. **Risk Clause:** Director, ICAR-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, with or without driver as the case may be) 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 miss-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: **20<sup>th</sup> February, 2015 up to 15:00 h**

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

To,  
The Administrative Officer  
ICAR-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, AND ALLIED OPERATIONS AT THE ICAR-DIRECTORATE OF GROUNDNUT RESEARCH (DGR), JUNAGADH.**

Sl. No	Season/Item	Work details	Rates (as per Annexure)
1	<i>Kharif</i> (15 <sup>th</sup> June to 30 <sup>th</sup> November, ate area Approximate area 10 ha)	Annexure A. For experimental plots	
2	<i>Rabi</i> (1 <sup>st</sup> November to 31 <sup>st</sup> March, Approximate area 1 ha)	Annexure B For experimental plots	
3	<i>Summer</i> (15 <sup>th</sup> January to 14 <sup>th</sup> June, Approximate area 3 ha)	Annexure C For experimental plots	
4	Laboratory and miscellaneous works	Annexure D	
5	Allied operations	Annexure E1	
6	Allied operations	Annexure E2	
7	<i>F1. Kharif</i> (1 <sup>st</sup> June to 30 <sup>th</sup> November, Approximate area 2.5 ha)	Annexure F1 General cultivation	
8	<i>F2. Rabi</i> (1 <sup>st</sup> November to 31 <sup>st</sup> March, Approximate area 4 ha)	Annexure F2. General cultivation	
9	<i>F3. Summer</i> (15 <sup>th</sup> January to 14 <sup>th</sup> June, Approximate area 1 ha)	Annexure F3. General cultivation	

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.) \_\_\_\_\_

## Financial bid

### Annexure A. For experimental plots

<b>Kharif (15<sup>th</sup> June to 30<sup>th</sup> November, Approximate area 10 ha) -Operations</b>	<b>Rate per hectare for the full Kharif season for all the listed operations as and when required (amount in figures and words. Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</b>
1. Bund formation	
2. Seed treatment	
3. Application of manures and fertilizer (1-2 times)	
4. Sowing and gap filling, as required	
5. Irrigation (Flood, sprinkler, drip) (2-4 times) (in case of drought, it may be up to 6)	
6. Application of weedicide (1-2 times)	
7. Hand hoeing (1-2 times)	
8. Weeding (1-3 times)	
9. Application of pesticide (1-3 times)	
10. Harvesting	
11. Stripping	

### Annexure B. For experimental plots

<b>Rabi (1<sup>st</sup> November to 31<sup>st</sup> March, Approximate area 1 ha) -Operations</b>	<b>Rate per hectare for the full Rabi season for all the listed operations as and when required (amount in figures and words. Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</b>
1. Bund formation	
2. Seed treatment	
3. Application of manures and fertilizer (1-3 times)	
4. Sowing and gap filling as required	
5. Irrigation (Flood, sprinkler, drip) (2-10 times)	
6. Application of weedicide (1-2 times)	
7. Hand hoeing (1-2 times)	
8. Weeding (1-3 times)	
9. Application of pesticide (1-3 times)	
10. Harvesting	
11. Beating/ threshing	

## Annexure C. For experimental plots

<b>Summer (15<sup>th</sup> January to 14<sup>th</sup> June, Approximate area 3 ha) -Operations</b>	<b>Rate per hectare for the full Summer season for all the listed operations as and when required (amount in figures and words. Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.)</b>
1. Bund formation	
2. Seed treatment	
3. Application of manures and fertilizer (1-2 times)	
4. Sowing and gap filling, as required	
5. Irrigation (Flood, sprinkler, drip) (2-12 times)	
6. Application of weedicide (1-2 times)	
7. Hand hoeing (1-2 times)	
8. Weeding (1-3 times)	
9. Application of pesticide (1-3 times)	
10. Harvesting	
11. Stripping/ threshing	

## Annexure D. Laboratory and miscellaneous works

<b>Items</b>	<b>Rate per hour (minimum 8 hrs/day) for any of the listed operations as and when needed (Amount in Figures and words). Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</b>
1. Shelling	
2. Seed and fertilizer weighing	
3. Plant/soil sampling	
4. Drying of harvested materials	
5. Sowing/harvesting etc. in pots	
6. Cleaning of harvested materials	
7. Grinding of soil/ plant/seed samples	
8. Pre and post-harvest observations	
9. Cleaning of glassware	
10. Pot filling and irrigation	
11. Sorting, arrangement and bagging of materials	
12. Digestion of plant samples	
13. Preparation and packing of materials for autoclaving	
14. Disposal of hazardous materials by sterilization	
15. Cleaning of Glass houses	
16. Maintenance of lawn, garden, agroforestry and surrounding area of guest house, spraying of weedicide, watering to the plants; fertilizer application, cutting of plants/hedges	
17. General cleaning nearby the office building, nearby boundaries wall, bunds of pond, residential colony	
18. Collection and removal of pebbles	
19. Loading and unloading of farm produce and farm inputs	
20. Irrigation in road side plantation by water tanker (only helper)	

21. Pruning and cutting of trees and bushes in campus	
22. Helper during field operations with tractor	
23. Weedicide spraying by tractor operated sprayer	
24. Winnowing, cleaning, grading, bagging, storage	
25. Emasculation and Pollination	
26. Other miscellaneous work	

### Annexure E1. Allied operations

<i>Item</i>	<i>Rate per hour (minimum 8 hrs/day) for any of the listed operations as and when needed (Amount in Figures and words). Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</i>
Tractor driving (tractor, fuel and implements provided by DGR)	

### Annexure E2. Allied operations

<i>Item</i>	<i>Rate per hour (minimum 8 hrs/day) for any of the listed operations as and when needed (Amount in Figures and words). Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</i>
Inter-culture using bullocks (bullocks with implements to be provided by the contractor)	

### Annexure F1. General cultivation

<b>F1. Kharif (1<sup>st</sup> June to 30<sup>th</sup> November, Approximate area 2.5 ha) -Operations</b>	<b>Rate per hectare for the full Kharif season for all the listed operations as and when required (amount in figures and words). Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</b>
1. Bund formation	
2. Seed treatment	
3. Application of manures and fertilizer (1-2 times)	
4. Sowing with seed drill, and gap filling as required	
5. Irrigation (Flood, sprinkler) (2-3 times)	
6. Application of weedicide (1-2 times)	
7. Rogueing (2 times)	
8. Weeding (1-3 times)	
9. Application of pesticide (1-3 times)	
10. Harvesting (tractor aided)	
11. Stripping/ threshing (tractor aided thresher)	
12. Picking of left-over pods	
13. Loading and unloading of farm produce and inputs	

### Annexure F2. General cultivation

<b>F2. Rabi (1<sup>st</sup> November to 31<sup>st</sup> March, Approximate area 4 ha) -Operations</b>	<b>Rate per hectare for the full Rabi season for all the listed operations as and when required (amount in figures and words). Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</b>
1. Bund formation	
2. Seed treatment	
3. Application of manures and fertilizer (1-3 times)	
4. Sowing (By tractor)	
5. Irrigation (Flood, sprinkler) (2-8 times)	
6. Application of weedicide (1-2 times)	
7. Hand hoeing (1-2 times)	
8. Weeding (1-3 times)	
9. Application of pesticide (1-3 times)	
10. Harvesting and Threshing (tractor aided)	

### Annexure F3. General cultivation

<b>F3. Summer (15<sup>th</sup> January to 14<sup>th</sup> June, Approximate area 1 ha) -Operations</b>	<b>Rate per hectare for the full Summer season for all the listed operations as and when required (amount in figures and words. Rate inclusive of all taxes (EPF, Insurance, service charges, VAT, ESI, Turnover Tax and all other taxes applicable from time to time as per govt. norms.</b>
1. Bund formation	
2. Seed treatment	
3. Application of manures and fertilizer (1-2 times)	
4. Sowing with seed drill, and gap filling as required	
5. Irrigation (Flood, sprinkler) (5-12 times)	
6. Application of weedicide (1-2 times)	
7. Rogueing (2 times)	
8. Weeding (1-3 times)	
9. Application of pesticide (1-3 times)	
10. Harvesting (tractor aided)	
11. Stripping/ threshing (tractor aided)	
12. Picking of left-over pods	
13. Loading and unloading of farm produce and inputs	