



**Central Arid Zone Research Institute**  
(Indian Council of Agricultural Research)

**Regional Research Station**  
Kukma - 370105, Gujarat, India

No. F. RSB-Farm contract/13-14/

Date:

**“GENERAL MAINTENANCE AND UPKEEP OF OFFICE CUM FARM COMPLEX  
AND EXPERIMENTAL WORKS A PURELY JOB CONTRACT”**

Photograph of the  
tenderer may be  
pasted and crossed  
signed

**INVITATION TO TENDER AND INSTRUCTION  
CONTAINING TERMS AND CONDITIONS COVERING  
THE JOB CONTRACT FOR GENERAL MAINTENANCE  
AND UPKEEP OF OFFICE CUM FARM COMPLEX  
AND EXPERIMENTAL WORKS AT CAZRI, RRS, KUKMA, BHUJ**

1. Name & address of proprietor :
2. Name & address of firm/agency/company:
3. Telephone No. : Office Mobile No.
4. Particulars of firm/agency/company :
5. Income Tax PAN Number :
6. EPF Registration Number:
7. ESI Registration Number (if applicable):
8. Service Tax Number:
9. Labour Licence Number (if applicable):
10. Name of Banker : Bank Name  
Account Number Branch Code IFSC Code :
11. Date of start of selling the tender document: 9.8.13
12. Last date and time of sale of tender form : 6.9.13 at 3.30 PM
13. Last date and time of submission of sealed Bid tender box : 7.9.13 at 3.30 PM
14. Cost of Tender form/document : Rs.500/- CR No. Date:
15. Minimum Rs.80,000/- Earnest Money Deposit in favour of ICAR Unit-CAZRI  
Jodhpur DD No. & Date
16. The tender must be reached to office on before due date 7.9.13 up to 3.30 PM by self/authorized representative/by courier / registered post/speed post in sealed cover super scribed failing which it will not be considered. The tender should be dropped in the tender box placed at CAZRI, RRS, Kukma, Bhuj.
17. Incomplete tender will be rejected.

**HEAD**



**Central Arid Zone Research Institute**  
(*Indian Council of Agricultural Research*)

**Regional Research Station**  
Kukma - 370105, Gujarat, India

**No. F. RSB-Security Contract/13-14/**

**Date:**

**INVITATION TO TENDER AND INSTRUCTION CONTAINING TERMS AND CONDITIONS COVERING THE VARIOUS JOB CONTRACT AT CAZRI, RRS, KUKMA, BHUJ**

From : HEAD, Central Arid Zone Research Institute, Regional  
Research Station, Kukma – 370 105 Bhuj

To,

Sirs,

On behalf of the Director Central Arid Zone Research Institute, Jodhpur sealed tenders are invited for Annual Job contract for General maintenance and upkeep of office cum farm complex and experimental works etc. at CAZRI, Regional Research Station, Kukma, Bhuj. The terms and conditions of contract govern the contract to be made are those contained in the general conditions of contract applicable to the contract place by the ICAR and the special terms & conditions detailed in the tender form and its schedules. Please submit your tender if you are in a position to provide the requisite services in accordance with the requirements stated in the attached schedule.

Tender document fee	Rs.500/-
Date of start of selling the tender document	9.8.13
Last date and time for sale tender form	6.9.13 3.30 PM
Last date and time for submission of sealed bid tender box	7.9.13 3.30 PM
Tender to remain open for acceptance up to 90 days from the date of opening	

1. An earnest money of Rs.80,000/- of total cost of work must be deposited in the form of Demand Draft/Pay order payable to ICAR Unit-CAZRI, Jodhpur.
2. The tender must be submitted as per details given Schedules.
3. The tender is being permitted to give tender in consideration of the stipulation on his/her part that after submitting his/her tender, he/she will not refuse his/her offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation, the Earnest Money will be forfeited by the CAZRI. In the even of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him/her after he/she applied for the same, in the manner prescribed by the CAZRI.

Sign. of tenderer

4. The schedule of the tender form should be returned intact and page should not be detached. In the event of the space provide on the schedule form being insufficient for the required purpose, additional page may be added. Each additional page must be numbered consecutively and be signed in full by the tender. In such case reference to the additional pages must be made in the tender form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter along with the tender. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tender may be rejected.

5. The tender is liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tender is not fully filled in. Individual signing the tender 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) constitute attorney of the firm if it is a company.

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 tender all other related documents must be signed by every partner of the firm. A person signing the tenders form of any other documents forming part of the contract on behalf of another shall be deemed to warranty that he was authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the CAZRI shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all cost and damages. Each pages of the tenders and the schedule to the tenders and annexure, if any, should be signed by the tenders.

7. In case the tenderer does not accept the offer, after issue of letter or award by CAZRI within 10 days, the offer made shall be deemed to be withdrawn without any notice and earnest money forfeited.

8. The quotation would be evaluated based on the firm's experience in working Govt. Deptt./Undertaking, No. of Guards/Supervisor registered with ESI/EPF, the Service Charges quoted and actual amount to be paid to Security Guards/Supervisors.

9. The quotation is to be enclosed in sealed cover super-scribing on the envelop **Quotation for THE JOB CONTRACT FOR GENERAL MAINTENANCE AND UPKEEP OF OFFICE CUM FARM COMPLEX AND EXPERIMENTAL WORKS** " Right is reserved to reject outstation tenders. Tender, to be hand delivered, should be put in the tender box at this office CZRI, RRS, Kukma, Bhuj not later than 3.30 PM on the last date of receipt. Tender can also be sent by Registered post but the Council shall not be held liable for late receipt of tenders due to postal delay or other reasons.

Sign. of tenderer

10. The rates quoted by each firm for job contract in tenders be given both in word and figures failing which the same is liable to be rejected.

11. The tenderer is at liberty to be present or to authorize a representative to be present at the opening of the tender. The name and address of the representative who would be attending the opening of the tender on our behalf should be indicated in the tender. Please also state the name and address along with telephone Nos. of your permanent representative, if any.

12. The CAZRI is not bound to accept the lowest or any other tenders and also reserve to itself the right of the accepting the tenders in whole or in part.

13. An amount of Rs.1,60,000 of total contract value as a performance security deposit for job contract for general maintenance and up keep of office cum farm complex and experimental is to be deposited by the successful agency/tenderer only after receiving a communication form the Institute. In the event of non-deposition of the same the earnest money will be forfeited. Performance security deposit will be released after 60 days on expiry of contract.

14. No interest on security deposit and earnest money deposit shall be paid by the Institute.

15. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this job contract shall be payable by the contractor and Institute will not entertain any claim whatsoever in this respect. However the service tax or any other tax which is as per the rules of the Govt., shall be deducted at source from monthly bills of the successful tenderer, as per rules/Instructions made applicable from time to time.

16. Director, CAZRI Institute reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons not mandatory to be communicated to the contracting agency.

17. Decision of Director, CAZRI Institute shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his 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, CAZRI. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Constitution Act. 1996.

18. Acceptance by the CAZRI will be communicated by Speed post/FAX/E-mail or any other form of communication. Formal letter of acceptance of the tender will be forwarded as soon as possible, but the earlier instructions in the Speed post/fax/E-mail etc. should be acted upon immediately.

19. Successful tender will have to enter into a detailed contract agreement with Director, CAZRI, Jodhpur on non-judicial stamp paper worth Rs.100/- for the security contract in the format enclose with Tender document.

Sign. of tenderer

20. In case the document is down loaded from CAZRI web site, the bidder shall have to deposit the cost of each tender document (i.e. Rs.500/- non-refundable) in the form of Demand Draft/Pay order in favour of ICAR Unit CAZRI Jodhpur along with bid.

21. The documents/vouchers are required to be enclosed with the tender which are mentioned in check list..

22. In case rates of one or more bidders are found similar, the criteria of finalizing the successful bidder will be under.

**i) Experience in the field.**

**ii) Annual Turnover of the firm/Agency.**

**iii) Profile of the employees deployed by the firm/Agency.**

Yours faithfully,

HEAD

Sign. of tenderer

**Check list of documents to be submitted by the tenderer**

Name of Bidder:

S.No.	Documents required	Yes/No.	Page No.
1.	Earnest money Demand Draft/Pay order for Rs.80,000 of total cost.		
2.	PAN number certificate of the firm		
3.	EPF number certificate of the firm issued by appropriate authority		
4.	Service Tax Registration certificate of the firm issued by appropriate authority		
5.	ESI number certificate of the firm issued by appropriate authority (if applicable)		
6..	The Agency/firm must have a registration with the Contract Labour (Regulation and Abolition) Act. 1970/CL(R&A) Central Rules, 1971/Private Security Agencies Act. 2005/2006. The contractor shall obtain the labour licence under this act. after issuing the work order (if applicable)		
7	Experience certificate (minimum one year experience)		

Sign. of tenderer

NOTE:

## **GENERAL INFORMATION OF SECURITY CONTRACT**

### **1. OFFICE AND THEIR LOCATION:**

Central Arid Zone Research Institute, Regional Research Station,  
Kukma – 370 105, Bhuj-Anjar highway 13 km from, Bhuj

### **2. MANPOWER REQUIRED:**

Security personnel, as per details below, are to be manned for  
Round the clock twenty four hours (total 9 person)

### **3. SERVICES:**

The entire open area and the built up area will have to be maintained from security angles. Complete security of the points and properties shall vest fully with the approved contractor who shall be held accountable for any loss of the property/material etc. from within the building/campus as per the detail given below:

a) The selected agency shall provide necessary persons for Security Services at CAZRI, RRS, Kukma, Bhuj strictly as per the charter of duty and terms and conditions mentioned in the tender form. The agency shall employ good and reliable & robust persons and clean record preferably within the age group 21 to 45 years to carry out the job contract. In case any of the personnel so engaged by the agency is not found suitable by the Institute, the Institute shall have the right to ask for its replacement without giving any reason thereof any the agency shall on receipt of a written communication in this regard will have to replace such persons immediately.

b) The personnel engaged by the agency for this job contract will not be employee of the Institute and there will be no employer-employee relationship between the Institute and the personnel so engaged by the contractor.

c) The agency shall be wholly responsible for making payment of monthly wages and other admissible allowances to the personnel. Minimum wages, as prescribed by the Government of India from time to time shall be payable to the personnel deployed for services to this office by the selected agency.

d) The Institute shall not directly or indirectly engage any personnel of the agency during the period of contract.

e) The Institute shall provide necessary accommodation within the premises of the Institute only for personnel to be relieved or waiting for mid-night shifts for performance of the duties for security purposes. Shift of more than 8 hours will not be allowed for any persons deployed for security.

f) All the personnel deployed will perform their duty in proper uniform and will maintain a smart turn out. The agency shall, at its own cost, provide suitable uniform (both summer and winter) to the personnel with identity card.

g) The tenderer will also have to furnish particulars relating to Income Tax clearance certificate, turnover, infrastructure status etc.

h) Necessary enlisting/police verification of the firm and its workers is also required.

### **4. A. ELGIBILITY CONDITIONS:**

The firm must have PAN number, EPF, service tax number, ESI, Registration declaration of ownership under Indian Registration Act 1908 and Labour License as per rules if applicable at Bhuj otherwise treated as cancelled.

### **B. DESIRABLE :**

The firm should have minimum One year experience of performing job contract in reputed Govt./Semi Govt./Gov. Undertaking/University establishment

### **5. TERMS OF THE CONTRACT:**

Initially the terms of the contract will be 6 months on the expiry of the contract or on its termination, the Institute reserves the right to renew the contract on monthly/yearly basis on the terms and conditions that may then be mutually agreed upon.

Sign. of tenderer

**6.MODE OF PAYMENT :**

The agency shall submit monthly bills for the job performed during the preceding month. The Institute shall made payment by means of crossed cheque/DD drawn in favour of the agency/contractor.

**7.WAGES TO WORKERS:**

The contractor/Agency shall make payment of remuneration/wages to its personnel before/on 7<sup>th</sup> of every month. After making the payment, the contractor shall raise the bill on the CAZRI for payment of the settled amount.

**8.TERMINATION :**

This contract can be terminated by giving one month's notice on either side and that any notice required to be served shall be sufficiently served on the parties if delivered to them personally or dispatched by the address herein given under registered post. The CAZRI will have no responsibility for any loss/damaged caused to them. This also cannot be challenged through any court of law.

**9.LOSS AND/OR DAMAGES:**

In case of any lose or damage done to the property of the CAZRI RRS by the personnel provided by the agency for security duties, full damages will be recovered from the Agency and decision of the competent authority of CAZRI, RRS shall be binding on agency.

10.The tender is likely in case the conditions in the agreement are not fulfilled (The copy of draft agreement is enclosed herewith for ready reference)

11.The contractor is advised to have a complete survey of proposed site for security purpose.

12..The contractor has to attach the supporting documents with proper referencing as per the check list(Annexure-I). No extra documents need to be attached with the tender form.

**HEAD**

Sign. of tenderer



## **CHAPTER OF DUTIES FOR SECURITY SERVICES**

a)	Providing security on job contract basis.
b)	The contracting agency who provided serviceman will be responsible for round the clock watch and ward/security services
c)	Ensure proper locking/unlocking of all doors and windows and report the Caretaker and officer concerned immediately
d)	Ensure that no unauthorized persons or vehicle get entry into the guarded premises in an irregular manner
e)	Ensure safe custody of keys
f)	To regulate traffic and ensure proper parking of vehicles
g)	Conduct regular petrol along the specified beats
h)	No stray cattle/dogs get access to the guarded area
i)	To check pilferage and implement anti theft measures
j)	Check and keep the record of all out going material through gate pass signed by the authorized officials of CAZRI, i.e. HEAD/Farm Supdt./or authorized officer of the Institute
k)	Check/control/search staff engaged by any other contractor of person having access to the building.
l)	Be conversant with the location of fire alarm switches and hydrant and fire extinguisher and operate them in case of need and assist the fire brigade in their operation
m)	Allow no unauthorized persons except the staff members with due permission of the competent authority in the guarded area
n)	To maintain complete record of visitors
o)	To maintain record of incoming and outgoing vehicles wherever applicable
p)	To report unusual events in suspicious circumstances occurring in the area of premises
q)	To keep record of staff members who are required to sit beyond office hours or attend office on Saturdays/Sundays and closed holidays in a register and obtain their signatures
r)	To hoist and lower the National Flags at Main Building as per the flag code.
s)	Any other items of work assigned with the approval of competent authority
t)	Security point can be changed at a time of need by the security officer.

HEAD

Sign. of tenderer

Full Name and address of the tenderer in  
Addition to address and other relevant  
Information needed for the complete  
Address:

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Telephone No.  
Telegraphic Address

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To  
The Director,  
CAZRI,  
Jodhpur  
Sir,

1. I/we have read all the particulars regarding the general information and other terms and conditions of the contract for the General maintenance and upkeep of office cum farm complex and experimental at CAZRI, RRS, Kukma, Bhuj and agree to provide the services as detailed in schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates given in attached to this tender and I/we agree to hold this offer open till 90 days. I/we shall be bound by a communication acceptance dispatch within the prescribed time.

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

3. Every page so attached with this tender bears signature and the official seal.

4. Pay order/Demand Draft No \_\_\_\_\_ dated \_\_\_\_\_ of Rs. \_\_\_\_\_

In favour of ICAR Unit CAZRI and payable at Jodhpur is enclosed as earnest money.

Signature & Seal of Tenderer with date

Address:

Name & Signature of witness:

Address:

Sign. of tenderer



**Central Arid Zone Research Institute**

*(Indian Council of Agricultural Research)*

RRS, Kukma, Bhuj-370105.

Tele/Fax No. 02832-271238

**Terms and condition of Job contract for Driving and maintenance of vehicles and machineries (for driving 2 vehicles Simultaneously)**

**Period:** October, 2013 to March, 2014

<b>S. No.</b>	<b>Particulars of work</b>
1.	General daily driving and maintenance and up keep of vehicles i.e. Jeep, tractors and other vehicles of the station (cleaning of body's of vehicles, tightening of nut bolts, fan belt, check of radiator water level, diesel and oil etc.)
2.	Minor repair of vehicles (light repair should be done by driver i.e. change of wheels fitting tightening of nut bolts, oil changing, greasing, maintain the air pressure of tyres and other necessary repair works)
3.	Field works by tractors by using implements, trolley and water tanker etc.
4.	Timely maintenance of farm implements (cultivator, harrow, weeder blade, bund former, scraper seed drill etc.) and trolley, tanker properly
5.	Daily maintenance of log book properly
6.	Maintenance of tool kits and its proper used for vehicles and other machinery & other miscellaneous works like driving of office jeep whenever required
7.	Transportation and operational activities of fodder block machine



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Tele/Fax No. 02832-271238

**TENDER PERFORMA**

**General maintenance (Maintenance of farm complex)**

**Period:** October, 2013 to March, 2014 (Area 37 ha.) (6 months)

<b>S. No.</b>	<b>Particulars of work</b>	<b>Monthly rate (Rs.)</b>	<b>Total (Rs.)</b>
1.	Digging, grubbing, removing of unwanted bushes from 37 ha land area of farm		
2.	Maintenance and repair of main road and sub roads, water channels and making fire line around the fields and cleaning near by area of fencing increasing the height of road		
3.	Maintenance and gap filling of existing road side plantation (ringing, hoeing, weeding, cleaning, watering, pruning, application of fertilizer etc.)		
4.	Providing of labour for maintenance of tractor, diesel engine, electric motor and farm implements		
5.	Timely cropping practices in various field crops as per season (kharif & Ravi season about 5 ha.)		
6.	Providing of labour for assisting in field operation, watering, transportation of various goods etc. and other miscellaneous activities related to farm development		
	Total		

(Rupees

)

**Note:**

1. Payment should be made work done item wise as mentioned the ratio in the contract if contractor fails to complete the works in time and satisfactorily amount deducted accordingly.

2. I/We have read all the work details very carefully and agreed with the work details given from S. No. 1 to 6 and accordingly I am submitting my quotation for General maintenance (Maintenance of farm complex)

3. Labour licence from central/state Government office as per applicable.

**SIGNATURE OF CONTRACATOR WITH SEAL**



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RRS, Kukma, Bhuj-370105.

Tele/Fax No. 02832-271238

**TENDER PERFORMA**

**Job contract for cleaning and safai works**

**Period:** October, 2013 to March 2014

<b>S. No.</b>	<b>Particulars of work</b>	<b>Monthly rate (Rs.) Sl. No. 1 to 3</b>	<b>Period</b>	<b>Total (Rs.)</b>
1.	Cleaning and sweeping of office buildings, farm office and vehicle shed, chowkidar hut etc.		6 months	
2.	Cleaning of road and near by area of office building and surrounding of farm building			
3.	Timely cleaning, watering of the garden plants in front of office building and other miscellaneous works			
	<b>Total</b>			

Total area of office building, inside and upper side stairs farm office, vehicle shed and chowkidar hut.

(Rupees )

**Note:**

1. I/we have read all the work details very carefully and agreed with the work details given from S. No. 1 to 3 and accordingly my quotation for cleaning and safai works.
2. Labour licence from central/state Government office as per applicable

**SIGNATURE OF CONTRACATOR WITH SEAL**



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Tele/Fax No. 02832-271238

**TENDER PERFORMA**

**JOB CONTRACT FOR WATCH & WARD AT CAZRI, RRS, KUKMA**

**1. OFFICE AND THEIR LOCATION:**

Central Arid Zone Research Institute, Regional Research Station,  
Kukma – 370 105, Bhuj-Anjar highway 13 km from, Bhuj

**2. MANPOWER REQUIRED:**

Non-armed, ex-service man

Security personnel, as per details below, are to be manned for

Round the clock twenty four hours (total 9 person)

**3. Period : From October, 2013 to March, 2014 (6 months)**

<b>S. No.</b>	<b>Particulars of work</b>	<b>Monthly rate (Rs.) Sl. No. 1 to 7</b>	<b>Total (Rs.)</b>
1.	Office complex (day and night)		
2.	Farm complex (day and night)		
3.	Tube well, pond site and its pipe ling (Out side of the farm) (day and night)		
4.	Narmda water supply pipe line and meter reading		
5.	Protection of (movable and immovable) assets like electric motor, diesel engines, drip systems, Govt. Vehicles, buildings etc.		
6.	Farm fencing and its maintenance		
7.	Protection of various experimental, Mega Seed crops, general cropping, grasses and legume seed block, Arid horticultural and Agroforestry block etc. from wild animal and out siders throughout the period		
<b>TOTAL</b>			



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Tele/Fax No. 02832-271238

**TENDER PERFORMA**

General maintenance (Job contract for miscellaneous farm activities)

Period: August, 2013 to March, 2014

S. No.	Particulars of work	No. of person	Rate (Rs.) per month/per day	Total Rs.
A(a)	Job contract for maintenance and operation of tube well out side the farm (providing of Tube well operator)	One person per month		
A(b)	Providing of Office messenger and attending other works at office	One person per month		
B(a)	Maintenance of electricity works i.e. office building, farm office and farm complex light, office street light, colony street light and gate choukidar hut	One twice a week		
B(b)	Farm and other day to day works additional requirement of farm labour Unskilled labour Semi skilled Skilled	One One One		
	Total			

**(Rupees**

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**Note:**

1. Payment should be made work done item wise as mentioned the ratio in the contract if contractor fails to complete the works in time and satisfactorily amount deducted accordingly.

2. I/We have read all the work details very carefully and agreed with the work details given from S. No. A & B and accordingly I am submitting my quotation for General maintenance (Maintenance of farm complex)

3. Labour licence from central/state Government office as per applicable.

**SIGNATURE OF CONTRACATOR WITH SEAL**

Details of Farm activities and Experimental Works to be conducted on Job Contract

<b>S. No.</b>	<b>Particulars of Works</b>	<b>Rate per ha.</b>	<b>Area under experiment</b>	<b>Amount (Rs.)</b>
1.	<b>Ring formation around trees, cleaning, weeding and hoeing etc.</b>			
	A.. Fruit plants (1.5 mm diameter)	Per plant		
	B. Forestry plants (1.0m diameter)	Per plant		
	C. Hedge – per running meter	Per meter		
	Application of FYM/fertilizer in the crops and grass	Per ha.		
2.	<b>Irrigation</b>			
	A. Hedge-per running meter	Per running meter		
	B. Crops	per hector/per irrigation		
	C. Sprinkler	per hector/per irrigation		
	D. Drip irrigation and cleaning of driper	per hector/per irrigation		
3.	<b>Spry of chemicals in crops and grasses</b>			
	Making of bodomixture and applying to plant			
	A. Up to 15cm dia	Per 10 plant		
	B. More then 15cm dia	Per 10 plant		
4.	<b>Pruning and training of plants, transportation and staking of pruned material as per instruction</b>			
	A. Upto 10 year old	Per plant		
	B. More than 10 years old	Per plant		
	C. Hedge	Per meter		
5.	<b>Fruit picking</b>			
	A. Ber, Amla, gonda	per kg		
	B. Anar	per kg		



	C. Vegetable	per kg		
	D. Other fruits	per kg		
6.	<b>Supply of clay/sand (100 cft)</b>	per trolley		
7.	<b>Supply of FYM (100 cft)</b>	per trolley		
8.	<b>Pit formation Mixing of sand, clay and FYM and planting</b>			
	1x1x1 ft			
	2x2x2 ft			
	1x1x1 m			
9.	<b>Mixing of sand and FYM and filling of plotline bags and shifting in beds, seed sowing and watering (Maintenance)</b>			
	A. 1-2 kg size bags	per 100 bags/pots		
	B. 3-5 kg size bags	per 100 bags/pots		
	C. 6-10 kg size bags	per 100 bags/pots		
	D. 11 kg and more size bags	per 100 bags/pots		
	E. Maintenance of ornamental plants at office complex watering, hoeing, weeding, fertilizer applying	per 50 plants		
10.	<b>Preparation of nursery Digging of bad, mixing of FYM and seed sowing/planting watering and shifting</b>			
	A. Vegetable/ornamental	per m <sup>2</sup>		
	B. Shrubs and tree	Per m <sup>2</sup>		
	C. Bed preparation (1 to 1.5 ft depth)	per m <sup>2</sup>		
	D. Shifting of plants in nursery and application fertilizer and irrigation	per m <sup>2</sup>		
	E. Raising of cuttings in nursery(5x4 m)	Per month		
	F.. Transportation of sand, FYM and clay etc. with in the farm	per trolley/per trip		
11.	<b>Budding and graftiang</b>	per 100 Nos.		
12.	<b>Preparation of nursery (5X4 m) for Aloe vera/Cactus (hoeing, weeding mixing of FYM, watering etc.) one time</b>	One time		
13.	<b>Lawn cutting and cleaning of filed by dumping the material at</b>	per m <sup>2</sup>		

	<b>instructed sites</b>					
14.	<b>Field preparation (grubbing of unwanted bushes, cleaning, staking of material on bands etc. )</b>		Per ha			
15.	<b>Layout field leveling and outer bunding</b>		Per ha			
16.	<b>Inner Bunding in experimental plots, sub plots</b>		per running meter			
17.	<b>Pit formation</b>	(1.0 m x 1.0 m x 1.0m)				
		(0.6 m x 0.6 m x 0.6 m)				
		(0.5 m x 0.5 x 0.5 m)				
		(1.5 m x 1.5 m x 1.5 m)				
18.	<b>Strengthen and bunding at height 30 cm for experimental works/m</b>					
19.	<b>Sowing</b>	A. Opening of Furrows manually	Per ha			
		B. Opening of furrows by tractor	Per ha			
20.	<b>Resowing</b>					
	A. Opening of Furrows manually		Per ha			
	B. Opening of furrows by tractor		Per ha			
21	<b>Making of grass pallets</b>		per kg.			
22.	<b>Gap filling</b>		Per ha			
23.	<b>Transplanting of root slips</b>		Per ha			
24.	<b>Application of fertilizers</b>	Basal dose of fertilizers	Per ha			
		Top Dressing	Per ha			
		Foliar application	Per ha.			
25.	<b>Inter-culture Operations</b>	Hoeing	Per ha			
		Rouging	Per ha			
		Weeding,	1	Per ha		
			2	Per ha		
26.	<b>Plant Protection</b>	Soil Application	Per ha.			
		Seed Treatment	Per kg			
		Foliar Application	1	Per ha.		
			2	Per ha.		
3	Per ha.					
27.	<b>Irrigation</b>	Channel Irrigation	Per ha.			
		Sprinkler	Per ha.			
		Drip Irrigation	Per ha.			
		Salty water preparation for each irrigation of difference EC	Per ha.			


		water			
28.	<b>Periodical Observations</b>	Soil sample at 15 days interval			
		Depth 0-10 cm	Per sample		
		Depth 10-20 cm	Per sample		
		Depth 20-30 cm	Per sample		
		Plant sampling	Per sample		
29.	<b>Installation of runoff and sediment yield measuring devices at nine sites</b>		Per site		
30.	<b>Run-off and sediment loss collection (15 events with 2 labours)</b>		Per site		
31.	<b>Conducting infiltration tests (about 25 tests)</b>		one test per day		
32.	<b>Monitoring of water level and water used for irrigation from pond (about 2-3 months daily monitoring)</b>		Per month		
33.	<b>Survey of sites in watershed (grid size would be 10-20 m; about one month field work) (2 labour per day)</b>		Per month		
34.	<b>Observations of Crops (No. of samples per treatment)</b>	Initial Stage	Per sample		
		Preflowering/flowering stage	Per sample		
		At maturity	Per sample		
35.	<b>Harvesting of total crop in bulk</b>		Per ha.		
36.	<b>Harvesting (Manually plot wise)</b>		m <sup>2</sup>		
37.	<b>Threshing of total crop in bulk</b>		Per ha.		
38.	Threshing and winnowing(plot wise)		m <sup>2</sup>		
39.	<b>Storage/50 kg bag</b>				
40.	<b>Seed Collection of Grasses</b>	D.Annulatum.	Per kg		
		C.Setigerus.	Per kg		
		C.Ciliarus.	Per kg		
		S.Halvolus.	Per kg		
		L.Sindicus.	Per kg		
41.	<b>Nursery Works for multiplication of germplasm (Cactus) for two months one labour</b>		Per month		
42.	<b>Maintenance of 0.3 ha. Area of Cactus</b>		Per month		

43	<b>Maintenance of 800 Cactus pots</b>	Per month		
44.	<b>Bird scaring</b>	Per month / per ha		
45	<b>Channel making for irrigation in crop</b>	per running meter		
46	<b>Repair of irrigation channels</b>	Per running meter		
47.	<b>Digging of trenches</b>	Per cubic meter		
48.	<b>Trenches refilling and fixing of experimental iron plates. Per plot</b>	Per cubic meter		
49	<b>Protection from wild bore in nights</b>	Per month per plot not less than ha.		
50.	<b>Filling of the available concrete block with silt, sand and vermin compost (80 block size 5 X 1.5m x 0.6m (externally funded project)</b>	Per cubic meter		
51.	<b>Maintaining the different salinity levels through NaCl solution in all blocks (externally funded project)</b>	per day/ per labour		
52.	<b>Collection and (20 time) survey of the halophytes throughout the little as well as great rann (externally funded project)</b>	2 labour per visit		
53	<b>Establishment of halophytes in blocks initially 2 person per week for three months.(August to October, 2013) Weekly labour (November, 2013 to March, 2014 (externally funded project)</b>			
54	<b>2 times Weeding and thinning in 80 blocks (externally funded project)</b>			
55.	<b>Protection and irrigation at 15 day interval (externally funded project)</b>			
56	<b>Assistance in recording growth observation daily (externally funded project)</b>	Per month		
57	<b>Lab works One unskilled labour per day and two semiskilled labour work mentioned in (A to E)</b>	Per month		
	A. Glass ware, instruments and			

	laboratory cleaning-daily			
	B. Soil and plant sample preparation, drying, grinding etc. daily			
	C. Assistance in reagent preparation daily			
	D. Soil, plant and water sample analysis			
	E. Assistance in data feeding daily			
58	<b>JCB ( with driver)</b>	Per hrs		
59	<b>Thresher (only machine)</b>	Per hrs		
60	<b>Loader with driver</b>	Per hrs		
61	<b>Assisting in Making of Animal feed block of (multi nutrient mixture and grass )</b>	Per 100 kg		
62.	<b>To conduct additional farm activities and office works labour requirement</b>			
	A. Skilled labour	Per day		
	B. Semiskilled labour	Per day		
	C. Un skilled labour	Per day		
	D. Providing electrician (office building, farm office and farm complex light, office street light, colony street light and gate choukidar hut)	Per day		
	E. Providing experience licence holder driver for farm operation through Govt. tractor and driving of office vehicles as an when needed 2 driver per month (details enclosed)	Per month		
	F. Providing of Office messenger and attending other works at office	Per month		
	D. Tube well, monoblock diesel engine operator and handling of fodder block machine	Per month		

**SIGNATURE OF CONTRACTOR WITH SEAL**

## निविदा प्रपत्र - ब

काजरी,  के फार्म/ तकनीकी/ अन्य कार्य हेतु रेट कोन्टेक्ट संविदा के नियम एवं शर्तें

1. निविदादाता ठेकादार/ फर्म/ एजेन्सी/ कम्पनी का अधिकृत व्यक्ति/ प्रतिनिध स्वयं उपस्थित हो कर कार्य स्थल का जायजा कार्यालय समय के दौरान कर सकते हैं ।
2. निविदादाता ठेकादार/ फर्म/ एजेन्सी/ कम्पनी के पास भारत सरकार/ राज्य सरकार के श्रम विभाग द्वारा निर्गत पंजीयन नम्बर प्रमाण पत्र होना चाहिए ।
3. निविदादाता ठेकादार/ फर्म/ एजेन्सी/ कम्पनी को संबंधित अधिनियम के अन्तर्गत पंजीकृत होना आवश्यक है ।
4. निविदादाता ठेकादार/ फर्म/ एजेन्सी/ कम्पनी के पास कम से कम एक वर्ष का सरकारी विभाग में कार्य करने का अनुभव व सन्तोषजनक कार्य का प्रमाण पत्र होना चाहिए ।
5. सफल निविदादाता फर्म/ एजेन्सी/ कम्पनी को कार्य आदेश जारी होने की दिनांक से एक सप्ताह (7 दिन) की अवधि में अमानत राशि (Performance Security) के रूप में नकद/ बैंक डाफ्ट / बैंक गारन्टी द्वारा कार्य आदेश की राशि का 6 प्रतिशत संस्थान में जमा कराना होगा, जिसकी अवधि ठेका समाप्त होने के 60 दिन पश्चात् तक वैध रहेगी । यदि वह ऐसा नहीं फर्म/ एजेन्सी / कम्पनी से किसी प्रकार का पत्र व्यवहार नहीं किया जायेगा ।
6. ठेका में किसी भी गतिविधि को मौसम सम्बन्धी कारणों से समाप्त किया जा सकता है ।
7. निविदा में कार्य का पूर्ण विवरण भरा जाना चाहिए । अधूरी, कांट-छांट और अस्पष्ट निविदा स्वीकार नहीं की जायेगी ।
8. सशर्त निविदा मान्य नहीं होगी ।
9. बिना हस्ताक्षर निविदा स्वीकार नहीं होगी ।
10. सफल निविदादाता ठेकादार / फर्म/ एजेन्सी / कम्पनी द्वारा ठेके में लगाये गये श्रमिकों का चरित्र अच्छा होना चाहिए । सभी श्रमिकों को हिन्दी / स्थानीय भाषा में बातचीत करने का यथा सम्भव ज्ञान होना चाहिए ।
11. सी.एल. (आर एण्ड ए) एक्ट 1970 सेक्शन 12 (1) ..... 1971 की वैधानिक आवश्यकता के अनुरूप फर्म/ एजेन्सी/ कम्पनी को इस संस्थान में 20 या अधिक श्रमिक नियुक्त करने के लिए वैद्य लाइसेन्स श्रम कार्यालय से प्राप्त करना होगा और उसकी एक प्रतिलिपि इस संस्थान के कार्यालय में जमा करानी होगी ।
12. भारत सरकार/ राज्य सरकार द्वारा निर्धारित न्युनतम मजदूरी से कम दर को स्वीकार नहीं किया जायेगा / श्रमिक कल्याण से सम्बन्धित सभी नियमों की पालना सुनिश्चित करनी होगी ।
3. श्रमिकों को श्रम कानूनों के अनुसार प्राथमिक चिकित्सा एवं मूलभूत सुविधाएं - जैसे पीने का पानी छाया इत्यादि फर्म द्वारा व्यवस्था करनी होगी ।

14. फर्म / एजेन्सी/ कम्पनी को संविदा, कार्य में लगाये गये मजदूरों / श्रमिकों को मजदूरी का भुगतान संबंधी उचित रिकार्ड रखना होगा ।
15. बाल श्रमिकों को संविदा कार्यों में नहीं लगाया जायेगा ।
16. सफल निविदादाता ठेकादार / फर्म/ एजेन्सी/ कम्पनी को आवंटित संविदा कार्य की आवश्यकता के अनुसार पर्याप्त मात्रा में मजदूरों / मशीनों / औजारों की व्यवस्था करनी होगी । विभाग के वैज्ञानिक, तकनीकी अधिकारी, सुपरवाइजर के निर्देशानुसार सन्तोषजनक ढंग से कार्य सम्पन्न करना होगा ।
17. फार्म में करवाए जाने वाले कृषि इत्यादि कार्य का क्षेत्रफल एवं कार्य की मात्रा/ संविदा कार्य की गतिविधि का कोई भाग/ कार्याश एवं अनुमानित लागत परिवर्तित की जा सकती है ।
18. किसी श्रमिक का कार्य या व्यवहार संतोषजनक नहीं होने पर तुरन्त प्रभाव से उस संविदा श्रमिक को बदलना / वैकल्पिक व्यवस्था करनी होगी ।
19. अनुसंधान क्षेत्र/ प्रोजेक्ट क्षेत्र के भीतर कोई भी बाहरी / असंबंधित व्यक्ति या जानवर बिना अनुमति के नहीं आना चाहिए । सरकारी सम्पत्ति / फेंसिंग / अनुसंधान सामग्री को कोई क्षति/ नुकसान नहीं होना चाहिए । यदि कोई क्षति/ नुकसान होता है तो उसका खर्च संबंधित फर्म/ एजेन्सी / कम्पनी से वसूल किया जाएगा ।
20. फार्म/ प्रोजेक्ट क्षेत्र में चल रहे अनुसंधान, फसल इत्यादि की बाहरी जंगली जानवरों से रक्षा हेतु विशेष व्यवस्था करनी होगी ।
21. कार्यावधि में फर्म/ एजेन्सी / कम्पनी को आवंटित ठेका के किसी संविदा श्रमिक / मजदूर, इत्यादि को सोप, बिच्छु या किसी जहरीले जानवर के काटे जाने या दूधटनाग्रस्त होने पर संस्थान की कोई जिम्मेदारी नहीं होगी ।
22. कार्य निर्धारित अवधि में पूरा करना होगा । भुगतान केवल पूर्ण किए गये कार्य का ही देय होगा।
23. संविदा कार्य हेतु संस्थान द्वारा किसी प्रकार की अग्रिम राशि देय नहीं होगी । भुगतान ठेके के अन्तर्गत किए गये अनुमोदित आंशिक कार्य का पार्ट बिल / मासिक बिल प्रस्तुत करने पर किया जाएगा।
24. स्वीकृत ठेका का कार्य आदेशानुसार पूर्ण होने के पश्चात पूर्व प्राप्य बिल की दो प्रतियां श्रीमान निर्देशक, काजरी, जोधपुर के नाम भुगतान हेतु इस संस्थान में प्रस्तुत करनी होगी, जिसका भुगतान संबंधित पी.आई/ वैज्ञानिक/ अधिकारी के द्वारा बिल को सत्यापित करने के पश्चात देय होगा ।
25. आयकर या अन्य कोई कर इत्यादि की कटौती सरकारी आदेशानुसार एवं नियमानुसार फर्म/ एजेन्सी/ कम्पनी द्वारा प्रस्तुत किए गए बिल में से की जायेगी ।
26. काजरी परिसर में जंगली जानवरों, पशु-पक्षियों को नुकसान पहुंचाना या इनका शिकार करना वर्जित है । ऐसा करने वाले उस संविदा मजदूर तथा संबंधित फर्म / एजेन्सी/ कम्पनी के विरुद्ध



27. निविदादाता ठेकादार / फर्म / एजेन्सी / कम्पनी को एवं उसके समस्त संविदा श्रमिणों को जो काजरी परिसर में संविदा कार्य कर रहे हैं उन्हें सस्थान के सुरक्षा नियमों की पालना करनी होगी ।
28. संविदा कार्य कार्य- आधार पद्धति (Work Contract Basis) पर आवंटित किया जायेगा ।
29. संविदा कार्य की अवधि एक वर्ष की होगी । सन्तोषजनक कार्य की स्थिति में आपसी सहमति से अवधि को बढ़ाया जा सकता है ।
30. बिना कारण बताए निविदा स्वीकृत / अस्वीकृत/ निरस्त करने का अधिकार निदेशक, काजरी को होगा ।
31. सभी विवादों को निपटाने का क्षेत्राधिकार जोधपुर होगा ।
32. किसी प्रकार का विवाद होने के, स्थिति में निर्णय का अन्तिम अधिकार निदेशक, केन्द्रीय शुष्क क्षेत्र अनुसंधान संस्थान (काजरी), जोधपुर को होगा ।

31/12/21

काजरी, जोधपुर

निविदादाता ठेकादार/ फर्म / एजेन्सी / कम्पनी द्वारा घोषणा

मैंने / हमने उपर्युक्त समस्त नियम व शर्तों का ध्यान से अध्ययन कर लिया है तथा इनकी अनुपालना के लिए मैं / हम बाध्य होऊंगा/ होंगे । किसी भी प्रकार की मिथ्या सूचना / कथन एवं कार्य आदेश दिये जाने पर संविदा कार्य के लिए मैं / हमारी फर्म / एजेन्सी / कम्पनी पूर्ण जिम्मेवार होंगी ।

हस्ताक्षर मोहर सहित : .....

निविदादाता ठेकादार / फर्म/ एजेन्सी/ कम्पनी का नाम

मैसर्स .....