

**DEPARTMENT OF PLANT PATHOLOGY**  
**NOTICE FOR INVITING TENDERS FOR EXECUTION OF THE CONTRACTUAL WORK**

1. **Name & address of the Department** **Plant Pathology**  
2. **Job description and other related activities/operations in detail:**

Work to be done	Man days required during the period (Nov. 10, 2018 to March 30, 2019)
<b>Unskilled worker:</b> Compost preparation, Substrate preparation for oyster mushroom cultivation. Substrate preparation for milky/ paddy straw mushroom, substrate preparation for button mushroom, substrate preparation for shiitake mushroom, Transportation and preparation of casing material, Spraying of water in mushroom houses 3-4 times a day for maintaining the humidity, wheat field preparation, seed counting, seed treatment, sowing, percentage germination, weeding, irrigation, plant tiller counting, artificial inoculation, harvesting and threshing of wheat for testing of chemicals, spray of chemicals (Compost) for residue analysis, cleaning of wheat for spawn preparation, boiling of grains and packing for spawn preparation, general work lab. like cleaning of glasswares, cleaning of lab. and its surrounding etc. Transportation of straw agro residues etc. from field to composting yard	311

3. **Duration of contract** **Nov. 10, 2018 to March 30, 2019**  
4. **Estimated cost** **Rs. 149336/- (including TDS and 4% commission)**  
5. **Esrnest money** **Rs. 3000/-**  
6. **Date of opening tender** **08.11.18 at 3.30 p.m.**

**Term and condition :**

1. Tenders will be received by the Prof. & Head, Deptt. of Plant Pathology, CCS HAU, Hisar up to 12.00 noon on 08.11.18 at Plant Pathology Deptt. and will be opened by the committee on 08.11.18 at 3-30 P.M in the office of Head, Plant Pathology in the presence of applicant or their nominees who may like to be present. The tender document may be obtained from O/o Deptt. of Plant Pathology after paying a sum of Rs. 150/-. Tenders must be sent by post in a sealed envelop by due date or be delivered in person by the tenders or their agents to the Head, Plant Pathology. Tenders must be super-scribed on the envelope as "Tenders for the Lab./Farm work and address be also given as from \_\_\_\_\_ (with name address of the quote) on the other side of the envelope.

1. Earnest money amounting to **Rs. 3000/-** as per Performa must accompany each tender in the shape of National Plan Certificate/deposited at call receipt/draft of any schedule bank at Hisar and each tender is to be sent in a sealed cover super-scribed. "Tender for the Lab/Farm work" and addressed to the Prof. & Head Deptt. of Plant Pathology, CCS HAU, Hisar.

**2(a) Rates will be accepted only on per unit basis and not on Lump-sum basis.**

2. Tender not accompanied with earnest money in the shape of National Plan Certificate or deposited at call receipt at any schedule bank at and the amount of earnest money pledged to the Prof. & Head Deptt. of Plant Pathology shall not be considered. In case of non-acceptance of the tenders, the amount shall be refunded to them on the same day.
3. Conditional tenders are liable to be rejected.
4. The contractor shall be required to sign the contract agreement on the bond paper of Rs. 15/- on the prescribed form within ten days of the intimation of the acceptance of tender to him. Failure on his part to do so may result in invalidation of the contract and for failure of the earnest money.
5. The acceptance of the tender will rest with Prof. & Head Deptt. of Plant Pathology who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all tenders without assigning any reason thereof. All tenders in which the conditions are not fulfilled will be rejected.
6. Income tax @ 2.27% and other taxes etc. to be deducted from the bill(s) at source.
7. The contractor will have to execute the job within the given time and no request for extension or time shall be entertained except in unforeseen circumstances.
8. Payment will be made after completion of the job satisfactorily on monthly basis.

9. The contractor shall be responsible for observance of the provision of the contract labour (Regulation and Abolition) Act, 1970. The University shall not be responsible for it in any manner.
10. In case of any loss due to negligence of contractual workers, the contractor shall be responsible to make good loss to the Head Plant Pathology, failing which the amount of loss shall be recovered/adjusted from earnest money.
11. It will be sole responsibility of the contractor to compensate the labour on account of injury, loss of life or lib in accordance with the law in force for the time being. The University will in no way be responsible for such loss.
12. The contractor shall be required to provide small agricultural implements (hand tools) i.e. kassi, kasola, jeli, palli iand drati etc. he will have to work as per the instructions given by the Farm Manager/Agril. Inspector/Research Associate/Lab. In charge at the site.
13. It will also be responsibility and liability of the contractor to adhere to the provisions of the ESI and provide Fund Act and in case they are not followed properly, he him-self is responsible for it.
14. In case of breach of terms and conditions of the contract or any of them, the contract shall be cancelled and contractor black listed. The remaining job shall be got done at the risk and cost of the contractor who has defaulted.
15. The University reserves the right of supervision. Transport for transporting the labour will not be provided by the University.
16. The parties may visit the site and contact, Prof. & Head Deptt. of Plant Pathology CCS HAU for this purpose before submitting their tender.
17. In case of any dispute between the parties the same will be referred to arbitration of the Vice-Chancellor and his decision shall be final. The provision of Indian Arbitration Act shall apply to these proceedings.
18. The contractor should not use insulting language against ay worm man.
19. Contractor must issue attendance card to each workman employed by him in connection with field operational work so that record pertaining to the attendance of workmen should be in the notice of workmen.
20. As per provision in the Contract Labour Act 1970 the contractors shall be responsible for the payment of wages as per D.C. approved rates before expiry of such period as may be prescribed. Any litigation arises due non compliance of above conditions will be responsibility of the contractor and settle by him.
21. Contractors will give break up of wages, PF and ESI in the tender to be offered by them pertaining to field operational work. They may obtain the PF and ESI code from competent authority.
22. The workmen deployed through the contractors for field operational work may be paid the minimum wages as per provisions contained under the wages Act and that the provisions of working hours may be fixed for them. EPF provisions may also be followed strictly by the contractors. The workmen may also be paid minimum wages well in time every month, besides to issue wage slip to them
23. While inviting tenders for deployment of workmen through contractors, the directions may be given to the contractors should give break up to wages, PF and ESI in the tender to be offered by them pertaining to field operational work. In case, the contractors do not follow these instructions, the Principal Employers should not accept tender submitted by them.
24. The contractors should also give beak up of wages, PF and ESI facilities to be provided by them to the workmen while submitting tenders in response to tender notice.
25. The tender of contractors having PF, ESI code will be accepted in response to tender notice and in case the contractors do not have any code. The tender of contractor having PF, ES & code will be accepted in response to tender notice and in case contractor done for any code he may obtained code from the competent authority and to show this alongwith bill.
26. The contractor submit the copy of challan regarding PF ESI to the principal employer.
27. If the contractor employs 20 or more than this in a particular contract then he should obtain licence from the Labour Department and submit the same to the Principal Employer. Likewise getting registration by the Principal Employer from the Labour Department is essential as provided under the Contract labour regulation and abolition Act. 1970.
28. Workers are paid wages by 7<sup>th</sup> of every month by the contractors & the contractor will issue wages slip to Labour and photo copy of wages slip in the office alongwith the bill and a certificate to this effect will be given.
29. Workers are paid the minimum wages at least as provided under the minimum wages Act.
30. Wage slips are issued regularly to the workers by the contractors.

31. Necessary certificate regarding the above provisions. No. (a to c) be also recorded in the Wage Register by the Principal Employer or the person who is authorized in this behalf by the Principal Employer.
32. Photocopy of Pan number/service tax registration number will be added by the Contractor.
33. Relatives of the University employees are not allowed to do job contract work. The contractor certify in his quotation/tender that no other member of his family has quoted rates for this work. A passport size photo of the contractor must be accompanied/pasted on the contractual form.
34. Contractor shall produce Registration No. if any from service tax authority.
35. Only one party (Contractor) will be allowed to take entire contractual work.
36. Service tax if any will be paid by the contractor.
37. As per the judgment of Honorable Punjab and Haryana High Court on dated 13.7.2006 in its ruling of Section 25D of the Industrial disputes Act. 1947, the must be meticulously and regularly maintained and signature of the workmen is the remuneration in the muster rolls.

Head