

DEPARTMENT OF BOTANY & PLANT PHYSIOLOGY CCS HARYANA AGRICULTURAL UNIVERSITY, HISAR

NOTICE FOR INVITING TENDERS FOR EXECUTION OF THE CONTRACTUAL WORK (RESEARCH AREA)

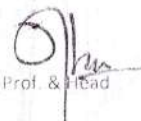
1.	Name and address of the Deptt	Department of Botany & Plant Physiology
2.	Job description and other related activities/operation in details:	
3.	<ul style="list-style-type: none"> गमलों को पौधों को नई खाद मिट्टी के साथ पुनः रोपित करना व निर्दिष्ट अंतराल पर निराई-गुड़ाई करना, लॉन की निश्चित अंतराल पर मशीन द्वारा कटाई करना, खाद-मिट्टी का मिश्रण तैयार करके गमलों तथा पोषिधीन लिफाफे भरना व पौधे लगाना, गुलाब व अन्य पौधों के बेडों की निर्दिष्ट समय पर निराई-गुड़ाई करना व खाद मिलावना, ग्रीन हाउस शरतों व ग्लास हाउस की समय पर साफाई व कबाड़ हटाना, रीकरी पर से समय समय पर खरपतवार हटाना, पौधे लगाना व सिंचाई करना, हेन व कर्तुड़ों के पास से फालतू पौधों को जड़ से निकालना व भड़के दबदबा करना, पेड़ों की छांटाई करना व कटे डालों को निर्दिष्ट स्थान पर रखना, लॉन से खरपतवार हटाना, खाद डालना, खाली स्थानों पर नई घास रोपित करना व समय समय पर सिंचाई करना, ग्रीन हाउस में समय समय पर बेडों की निराई-गुड़ाई करना, खाद डालना, नहरी पानी की नलियों की समय समय पर साफाई कर पानीदार को गार्डन में पानी लगवाना, लॉन में खरपतवार नापक रखे करना, रखे की कीमत शामिल होगी, नर्सरी व अन्य फूलों के बेडों की खुदाई व खाद मिलाकर तैयार करना, गमलों व फूलों के बेडों की निराई-गुड़ाई, सिंचाई व अन्य आकस्मिक कार्य करना, कैक्टस पौधों को पुनः रोपित करना गमलों व ग्लास हाउस में। 	
4.	Duration of the contract	November, 2023 to 31.01.2024
5.	Date of opening tender	20.11.2023
6.	Name of the scheme	1071/T-4 Agri. (A)State
7.	Estimated cost	1,50,000/-
8.	Earnest money	3000/-

Terms and conditions of the tender:-

- Tender will be received by the Prof. & Head, Department of Botany & Plant Physiology CCS HAU, Hisar up to **20.11.2023 by 10:00 am** and will be opened by the committee on **20.11.2023 at 11.00 A.M.** in the Department of Botany & Plant Physiology. Tenders must be sent by post in a sealed envelope by due date or be delivered in person by the contractor or their agent to the Head, Department of Botany & Plant Physiology. Tenders are super scribed on envelope as "Tenders for the Farm filed operation/Lab. work of scheme and address of the HOD/Section be mentioned clearly. On the envelope tenderer's address be also given as from(with name and address of the quote) on the other side of the envelope.
- FMD should be in the form of DD in the favour of Prof. & Head, Department of Botany & Plant Physiology, CCS HAU, Hisar. If the work is not executed by the contractor, the EMD will be forfeited and contractor will be debarred.
- Conditional tenders are liable to be rejected.
- The contractor shall be required to sign the contract agreement on 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 forfeiture of the earnest money.
- Income tax @ 2.00% to be deducted from the bills at source.
- The contractor will have to execute the job within the given time and no request for extension for time shall be entertained except in unforeseen circumstances.
- Payment will be made after completion of the job satisfactorily on monthly basis.
- The acceptance of the tender will rest with Head, Department of Botany & Plant Physiology who does not bind himself to accept the lowest tender and reserves himself the authority to reject any or all tenders without assigning any reason therefore. All tenders in which the conditions are not fulfilled will be rejected.
- The contractor shall be responsible for observance of the Provisions of the Contract Labour (Regulation and Abolition) Act, 1970. The University shall not be responsible for it in any manner.
- In case of any loss due to negligence of contractual workers, the contractor shall be responsible to make good loss to the HOD, failing which the amount of loss shall be recovered /adjusted from earnest money.
- It will be sole responsibility of the contractor to compensate the labour because of injury, loss of life or limb in accordance with the law in force for the time being. The University will in no way be responsible for such loss.
- The contractor shall be required to provide small agril. implements (Hand tools) i.e. Kassi, Kasola and Dranti etc. He will have to work as per instructions given by the Farm Manager/Agril. Inspector/Research Associate/Lab. Incharge on the site.
- It will be the responsibility and liability of the contractor to adhere to the provisions of the ES1 and Provident Fund Act and in case they are not followed properly, he himself will be responsible for it.
- In case of breach of terms and conditions of the contract or any of them, the contract shall be cancelled and the contractor blacklisted. The remaining job shall be got done at the risk and cost of the contractor who has defaulted.
- The university reserves the right of supervision. Transport for transporting labour not be provided by the University.
- The parties may visit the site and contact HOD, Botany & Plant Physiology CCS HAU, Hisar for this purpose before submitting their tenders.

17. In case of any dispute between the parties, the same will be referred to the arbitration of the Vice-chancellor and his decision shall be final. The provisions of Indian Arbitration Act shall apply to these proceedings.
18. The contractor should not use insulting language against any worker.
19. The contractor must issue attendance card to each worker employed by him in connection with field operational work so that record pertaining to the attendance of workers should be in the notice of workers.
20. As per the provision in the Contract Labour Act, 1970, the contractor 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 arise due to non-compliance of above conditions will be responsibility of the contractor and settle by him.
21. Rates will be accepted only on Lump-sum basis not on unit basis.
22. It will be sole responsibility of contractor to supply copy of challan regarding PF/ESI.
23. Workmen deployed through contractors for field operational work abide by the following provisions strictly:-
 - a) Workers are paid wages by 7th of every month by contractor.
 - b) Workers are paid the minimum wages at least as provided under minimum Wages Act.
 - c) Wages slip is issued regularly to the workers by the contractors.
 - d) Necessary certificate regarding the above provisions (a to c) be also got recorded in the wages register from Principal Employer or the person who is authorized in this behalf by the Principal employer.
24. If the contractor employees 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. Enclose a photocopy of licence along with tender offered.
25. Contractor should obtain license from the Labour Department and submit the same to the Principal Employer.
26. The tenders of contractors having PF, ESI code may be accepted in response to tender notice and in case the contractors do not have any code, they should obtain the code from the competent authority.
27. Contractors will have to submit a copy of challan regarding PF, ESI to Dept. of Botany & Plant Physiology.
28. Due to implementation of GST, all the contractor's are directed to submit their quotation alongwith GST number. Otherwise their quotation will not be entertained.
29. GST as applicable.
30. The workman deployed through the contractor for field operational work may be paid the minimum wages as per provisions contained under the wages Act and that provisions of working hours may be fixed for them. EPF provisions may also be followed strictly by the contractor. The worker may also be paid minimum wages well in time every month, besides to issue wages slip to them.

Tender forms can be received from the office of the Professor & Head, Department of Botany & Plant Physiology on any working day from 09:00 a.m. to 04.30 p.m. at a cash payment of Rs. 100/- + GST. The tender forms accompanied by earnest money can be deposited latest by 20.11.2023 and the same will be opened on 20.11.2023 at 11.00 A.M. Details regarding the work and the site of work can be seen through this office and on CCS HAU, website <http://\hau.ac.in>. The tenders incomplete in any respect are liable to be rejected.


Prof. & Head

Endst. No. Bot/23/1754-1770

Dated: 29.11.2023

A copy of the above is forwarded to the following for information and necessary action:-

1. All Deans/Directors/Heads of Departments COA, CCS HAU, Hisar
2. The E. O-cum S. E., CCS HAU, Hisar
3. The Dy. Estate Officer, CCS HAU, Hisar
4. The Municipal Corporation, Hisar
5. Notice Board.
6. Computer Centre, CCS HAU, Hisar (for display on the HAU Web site).
7. Cashier - Internal


Prof. & Head