

CCS HAU COLLEGE OF AGRICULTURE, KAUL

**TENDER NOTICE**

**INVITING TENDER FOR EXECUTION OF WORK ON JOB CONTRACT BASIS**

1. Name and address of the Department: Principal, CCS HAU COA, Kaul (Kaithal)
2. Job/work description and other related activities/operations in detail :-

SN	Particulars of operation	Estimated work area	Frequency of work	Estimate Amount of work (In Rs.)
1	Cleaning & maintenance of boys hostel consisting of Gym , Mess, Common Room, Toilets, corridors, Front of main gate and adjoining area	30047 sq. feet	Twice a day (daily)	120000/- (20000/- p.m. approx.)

3. Duration of the contract: **April, 2025 to September, 2025**
4. Estimated cost: **Rs. 120000/-**
5. Earnest money: **Rs. 2400/- (2% of the actual estimated cost).**
6. Last date of receiving tender **upto 24.03.2025 at 04.00 p.m.**
7. Date of opening tender: **25.03.2025 at 11.00 a.m.**
8. Tender fee: **Rs. 100/-**
9. Terms and Conditions of tender: **As enclosed/attached (pages 1-2)**

*M. Chaudhary*

Principal  
CCSHAU, College of Agriculture  
Kaul (Kaithal)

Endst. No.COAK/24/583-590

Dated: 15.03.2025

Copy of the above is forwarded to the following for information and necessary action

1. Notice Board, CCS HAU COA, Kaul (Kaithal)
2. Main Bazaar, Village Kaul
3. Panchayat Ghar, Village Kaul
4. Bus Stand, Village Kaul
5. Mahila Mandal, Village Kaul
6. Incharge, Computer Centre, CCS HAU, Hisar with a request to display the notice on university website.

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Principal  
CCSHAU, College of Agriculture  
Kaul (Kaithal)


## TERMS AND CONDITIONS OF THE TENDER

1. Tender will be received by the Principal, COA, Kaul, upto 04.00 p.m. on 24.03.2025 and will be opened by the committee on 25.03.2025 at 04.00 p.m. in the office of Principal, COA, Kaul, in the presence of such tenderers or their agents who may like to be present. Tenders can be sent by post in a sealed envelope by due date or to be delivered in person by the tenderers or by their agent to the office of the undersigned. Tenders must be submitted on prescribed proforma obtainable from the office of the undersigned and also with the super subscribed on the envelope "Tender for contractual work at COA, Kaul" with name and address of the quote on the envelope. Tender shall be submitted with earnest money, firm registration No ESI No., PF No., Labour licence No., GST No., Service tax No. (if any), phone No., PAN., and other related information. The contractor is required to quote the rates including of Govt./DC/HKRNL rates +Service Charges +TDS etc. On which he wants to take contract otherwise the Committee reserves the right to reject the tenders. Rates will be accepted only on unit work basis and not on Lump-sum basis (in case of unit work).
2. Earnest money must be accompanied with each tender in the shape of deposit at call receipt/draft of any scheduled bank in favour of Comptroller, CCS HAU, Hisar payable at Kaul (Kaithal) and each tender is to be sent under sealed cover.
3. Tenders not accompanied by earnest money in shape mentioned above shall not be considered and in case of the non-acceptance of the tender, the amount shall be refunded on the same day.
4. Conditional tenders are liable to be rejected.
5. The contractor shall be required to sign the contract agreement on the bond paper of Rs.10/- on the prescribed form within ten days of the intimation of the acceptance of the tender to him. Failure of the same, the earnest money shall be forfeited and may result into invalidation of contract.
6. The contractor will obtain a licence (If required) for carrying out the assigned work. It will be absolutely essential if at any point of time the contractor is required to engage 20 or more workers for the job. It may be noted that want of licence is culpable and punishable under law.
7. The contractor should not show at any point of time that the deptt. had any control and supervision over the working of workers of the contractor except in the matter of:
  - a) That the wages paid to the workmen of the contractor are as per minimum wages act and working hours fixed for them.
  - b) That the quality of work done by the workmen of the contractor was as per requirement.
  - c) That the discipline of the workers of the contractor must always remain in the charge of the contractor himself. Similarly, the leave to the workmen must be sanctioned by the contractor himself and not by the department or the representative of the deptt.
  - d) That the deptt. shall not provide any advance to the employee of the contractor. It is the responsibility of the contractor himself to regulate it. The contractor should be required maintain all type of record in respect of his workers.
8. The contractor will comply with the obligation of providing various amenities such as canteen, refreshment room, toilet etc. to the workers where the number of workmen exceeds twenty.
9. The agreement must disclose the names, parentage, and address of contractor and exact nature of the job.
10. The agreement will not at any point of time give any impression that it is sham transaction or that it is being used as a tool to deprive the workers of their right.
11. The contractor will pay the minimum wages at least as provided under the Act/provision/instruction as per Govt./HKRNL/DC rates issued from time to time.
12. The acceptance of the tenders will rest with Principal, COA, Kaul who is not bound to accept the lowest tender and reserves the authority to reject any or all the tenders without assigning any reason therefore. All tenders in which the conditions are not fulfilled will be rejected.
13. Income tax (TDS) will be deducted from the bill(s) at source.
14. The contractor will have to execute the job within the given time and no request for extending of time shall be entertained except in unforeseen circumstances (in case to time bound work).
15. Payment will be made after the completion of job satisfactorily on monthly basis.
16. The contractor shall be responsible for observance of the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and Industrial Disputes Act, 1947. The University shall not be responsible for it in any manner.
17. In case of any loss due to negligence of contractual workers the contractor shall be responsible to make good loss to the Principal, COA, Kaul failing which the amount of loss shall be recovered/adjusted from earnest money/bill.
18. It will be sole responsibility of the contractor to compensate the labour on account of injury, loss of life or limb in accordance with the law in force for time to time. The University will in no way be responsible for such loss.

*M. Chaudhary*



19.	The contract can be further extended by the competent authority after satisfactory work done by the contractor if required.
20.	It will also be the responsibility and liability of the contractor to adhere to the provisions of the ESI, LWF, GSLIS and Provident Fund Act and in case they are not followed properly, he himself will be responsible for it.
21.	In case of breach of terms and conditions of the contract or any of them or the work got done by the contractor has not been found satisfactory, the contract shall be cancelled and the contractor may be blacklisted. The remaining job shall be got done at the risk and cost of the contractor who has defaulted.
22.	The University reserves the right of supervision. Transport for transporting labour will not be provided by the university
23.	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.
24.	The service provider will be bound to abide by the following provisions strictly with respect to workers. a) Workers may be paid wages every month through RTGS/Aadhar Linked Bank A/c. b) Workers may be paid at least minimum wages as provided under minimum wages Act and working hours may be fixed for them. c) Wages slip may be issued regularly to the workers by the service provider.
25.	The contractor must obtain license from the Labour Department if required/applicable and submit to the authorities.
26.	Service provider/Contractor will be liable to pay an appropriate fine as assessed if work is not completed/delayed.
27.	The suitability and assessment for the no. of persons vis-à-vis-men hours(full/part time) as may be required shall be decided by the service provider in consultation with the concerned department from time to time.
28.	The rates quoted by the service provider must include minimum wages rates, all applicable taxes and his profit. The TDS will be deducted as per rules, agency will be liable for other liabilities as per labour laws/rules (If falls). The contractor will comply with the instructions issued by the State Govt. vide No. 43/5/2001-GSI dated 16-2-2009 and No. 43/5/2001-3 GS-II dated 20-2-14 and adopted by this University vide Memo No. Admn. R.1/5655-5772 dated 10-4-14 and Haryana Govt. letter No. 16/7/2015-IGSII dated 6 <sup>th</sup> April 2015 and adopted by this University vide Endst. No. R-1/015/M-108/6653-6775 dated 4-7-15 where ever applicable.
29.	The contractor shall be required to provide Cleaning implements/agricultural implements (hand tools) i.e. Cleaning machine, Broom, wiper, water pipe, Dust pan, mop, Kassi, Khurpi, Danti, Kulhari, Aari, Hedge shear, Scateur, etc. and skilled/unskilled labour. He will have to work as per instructions given by the FarmManager/ Agril. Inspector/ Research Associate/Lab. In-charge/concerned In-charge at the site
30.	The parties may visit the site and contact the Principal, CCS HAU College of Agriculture, Kaul for this purpose before submitting their tenders.
31.	The inputs like fertilizers, pesticides as per the package and practices of CCS HAU, Hisar will be provided by the university free of cost and will be applied by the Contractor under the supervision of Incharge concerned. Natural fertilizers/bio-fertilizers/compost/bio-pesticides will be prepared by the Contractor by using orchard waste. However, tractor and machinery whichever is available with the department will be provided for intercultural operations.
32.	The successful contractor whom the contract is awarded will not sublet the contract/work to another contractor/firm/person etc. in any circumstances.

  
Principal, COA, Kaul