

CCS HAU COLLEGE OF AGRICULTURE, KAUL

COAK/25/2434

TENDER NOTICE

Date:- 09-09-2025

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: October, 2025 to March, 2026
4. Estimated cost: Rs. 120000/-
5. Earnest money: Rs. 2400/- (2% of the actual estimated cost).
6. Last date of receiving tender upto 18.09.2025 at 04.00 p.m.
7. Date of opening tender: 19.09.2025 at 11.00 a.m.
8. Tender fee: Rs. 100/-
9. Terms and Conditions of tender: As enclosed/attached (pages 1-2).

Note:- Interested parties may visit university website:- hau.ac.in for terms and conditions of the tender.

M. Chaudhary

Principal
CCSHAU, College of Agriculture
Kaul (Kaithal)

Endst. No.COAK/25/2435-40

Dated: 09-09-2025

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.

M. Chaudhary

Principal, COA, Kaul (Kaithal)

TERMS AND CONDITIONS OF THE TENDER

1.	Tender will be received by the Principal, COA, Kaul, upto 04.00 p.m. on 18.09.2025 and will be opened by the committee on 19.09.2025 at 11.00 a.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 superscribed on the envelope "Tender for job contractual work at COA, Kaul of _____ (name of the work)" with name and address of the quote on the envelope. The registered firms shall be submitted it with 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+Profit 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.	The rate of the each operation is to be quoted separately in each of the tender form respectively. However the tenders will be given to the contractor whose overall rate is found lowest in each section/unit/ of work.
3.	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).
4.	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 deposit call receipt/draft shall be refunded on the same day.
5.	Conditional tenders are liable to be rejected. The tender form cost will be non refundable.
6.	The contractor shall be required to sign the contract agreement on the bond paper of Rs.10/- on the prescribed form within fifteen 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. Extension for submission of bond paper can be extended by the Principal, COA, Kaul only if the reason for delay found satisfactory.
7.	Earnest Money will be retained by the department of only those agencies/firms who have been awarded the contracts, earnest money of unsuccessful bidders/tenders will be refunded within fifteen days after finalization of the contract. No interest will be paid by the university on earnest money/security deposit.
8.	The contractor will obtain the licence/permit (if required) from Labour Department or other authorized authorities for carrying out the assigned work and submit to the concerned authorities on demand. 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.
9.	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 and will be bound to abide by the following provisions strictly with respect to workers. a) Workers may be paid at least minimum wages as provided under minimum wages Act/Contract Labour Act/provisions/instructions as per Govt./HKRNL/DC rates (as applicable) issued from time to time and working hours may be 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 department. d) That the department shall not provide any advance to the worker of the contractor. It is the responsibility of the contractor himself to regulate it. The contractor should be required to maintain all type of records in respect of his workers. e) Wages slip may be issued regularly to the workers by the contractor/firm/service provider.
10.	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.
11.	The agreement must disclose the names, parentage, address of contractor and exact nature of the job work.
12.	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.
13.	The acceptance of the tenders will rest with the concerned committee 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.
14.	The Income tax (TDS) will be deducted from the bills as per rules and the agency/firms/contractors will be liable for other liabilities as per Income Tax/Labour Laws and other rules (if falls).
15.	The contractor will have to execute/complete the job work within the given time. If the contractor fails to conduct the job operation in time, the work will be got executed/completed from the other contractor. The loss will be accessed by the committee constituted by the Principal, COA, Kaul and the same will recovered from the bills/earnest money of the contractor on the recommendations of the committee. No request for extending of time for executing the job shall be entertained except in unforeseen circumstances (in case to time bound work).
16.	Payment will be made after the completion of job work satisfactorily on monthly basis after submission of bill.

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17.	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.
18.	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/security deposit/bill.
19.	The firm/contractor shall solely responsible for all claims/proceeding, damages, cost, charges and expenses arising in connection with damage to property of any person or injury to person or loss of life or limb occurring in the course of execution of the work. The University will in no way be responsible for such loss.
20.	The contract can be further extended by the competent authority after satisfactory work done by the contractor if required.
21.	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 (if applicable) and in case they are not followed properly, he himself will be responsible for it.
22.	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.
23.	The University reserves the right of supervision at any point of time. Transport for transporting labour will not be provided by the university
24.	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.
25.	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/contractor in consultation with the concerned department from time to time.
26.	The contractor will comply with the obligation of sufficient cleaning implements/agricultural implements/farm implements, accessories, hand tool i.e. cleaning machine, Broom, wiper, water pipe, Dust pan, mop, Kassi, Khurpi, Danti, Kulhari, Aari, Hedge shear, Scateur, tasala etc. and Tractor trolley (in case the same is not to be provided by the university as per tender notice) and skilled/unskilled labour and have valid licence of tractors etc. He will have to get the work done as per instructions given by the Farm Manager/ Agril. Inspector/ Research Associate/Lab. In-charge/concerned In-charge at the site.
27.	The parties may visit the site for scope of work and contact the Principal, CCS HAU College of Agriculture, Kaul for this purpose before submitting their tenders.
28.	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 (as per tender notice).
29.	The contractor may certify in his quotation that no other member of his family has quoted rates for this work.
30.	Any legal dispute arising out of the contract shall fall under the jurisdiction of the Distt. Court, Kaithal.
31.	Any other condition as laid down by the university, if required.
32.	The working employee of the university and their dependents shall not be allowed to submit the tender.
33.	The university reserves the right to award the contract work in full or in parts to any of the successful agency/firm/contractor and also can terminate the contract work at any stage, if the performance is not found satisfactory.
34.	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 th April 2015 and adopted by this University vide Endst. No. R-1/015/M-108/6653-6775 dated 4-7-15 where ever applicable.
35.	The contractors are required to provide details of E-mail address, Phone No. and WhatsApp No. All the work order/other intimation will be sent by dak/by hand/through E-mail/Whatsapp (as feasible).The contractors are required to check their e-mails/whatspps/SMS/ on daily basis. The email address, phone No, Whatsapp No. may not be changed during the contract period.
36.	The agency/contractor/firm shall not subject, transfer, assign or otherwise part with the contract to any person, contractor/company directly or indirectly, in full or any part thereof without the previous written permission of the competent authority of the university.
37.	The area of job operations work can increase or decrease as per the actual requirement.


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