

.आनुवांशिकी संभाग
DIVISION OF GENETICS
भा.कृ.अ.प.भारतीय कृषि अनुसन्धान संस्थान
ICAR-INDIAN AGRICULTURAL RESEARCH INSTITUTE
PUSA, NEW DELHI- 110012
नई दिल्ली .११००१२

ICAR-IARI/Gen/24/Field Operations/2020-21

Dated: 24.09.2020

ONLINE TENDER NOTICE
2020_DARE_586150_1

On line e-tenders are invited by the Head, Division of Genetics on behalf of Director, ICAR-Indian Agricultural Research Institute (IARI) in two bid system Technical and Financial bid separately for **outsourcing of Job work contract for various Field, Farm and Lab. Operations/ Service/work in the Division of Genetics and Seed Science and Technology, IARI, New Delhi-110012** for a period of **one year** and extendable by further **one or more years** subject to satisfactory performance of the Vendor and its willingness to continue on existing terms and conditions, as per requirement.

Estimated cost of Tender 90,00,000/- (Ninety Lakhs)
Security Deposit: 5 to 10% of the estimated value of contract.

Start date & time for submission of bids	24.09.2020
Last date & time for submission of bids	22.10.2020 1.00 PM
Date & time for opening of technical bids	23.10.2020 3.00 PM
Address for Communication	Admn. Officer, Division of Genetics, ICAR-IARI, New Delhi -110012
EMD Rs. 180000.00 One Lakh Eighty Thousand only	EMD amounting to Rs. 180000.00 (One Lakh Eighty Thousand only) in the form of Demand Draft/Pay Order/Fixed Deposit Receipt from any Commercial Bank in favour of the Director, IARI payable at New Delhi . The Physical EMD. will have to be deposited with the Tender issuing authority (Admn. Officer), Room No-1 of the Division before & up to closing of tender submission date

Tender form, terms & conditions and draft agreement can be downloaded free of cost from the website <http://eprocure.gov.in> and <http://www.iari.res.in> . On-line bids complete in all respects should be submitted through **CPP portal** <https://eprocure.gov.in/eprocure/app> only on or before the last date.

In case, a holiday is declared by the Government on the day of opening bids, the bids will be opened on the next working day at the same time. The IARI reserves the right to accept or reject any or all the tenders without assigning any reason.

Please note that only online bids will be accepted.

Administrative Officer

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**INVITATION OF ONLINE TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS FOR
Job work contract for outsourcing of various Field, Farm and Lab. Operations/ Service/work in the Division
of Genetics and Seed Science and Technology, IARI New Delhi-110012**

From: Admn. Officer,
Division of Genetics,
IARI, New Delhi-110 012

Dear Sir(s),

On line e-tenders are invited by the Head, Division of Genetics on behalf of Director, ICAR-Indian Agricultural Research Institute (IARI) in two bid system Technical and Financial bid separately for **outsourcing of Job work contract for various Field, Farm and Lab. Operations/ Service/work in the Division of Genetics and Seed Science and Technology, IARI, New Delhi-110012** for a period of **one year** and extendable by further **one or more years** subject to satisfactory performance of the Vendor and its willingness to continue on existing terms and conditions, as per requirement

1. The terms and conditions of the contract are those contained in the general conditions of contract applicable to the contracts placed by the IARI as detailed in the tender forms and its schedules. Please submit your rates in the tenders form if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.
2. An earnest money of **Rs. 180000/-** must be deposited in the form of Demand Draft/Pay Order/FDR payable to Director, ICAR-Indian Agricultural Research Institute at New Delhi **in person to Admin Officer, Division of Genetics IARI, ICAR-IARI, New Delhi-12 on or before the last date/time of submission**. The particulars of the earnest money deposited must also be super scribed on the top of the envelope by including the Demand Draft/Pay Order/FDR number and date, failing which the bids will not be accepted. Conditional bids shall not be considered. No overwriting or cutting is permitted in the tender documents. Such bids will be rejected out rightly.
3. The Tenderer is being permitted to give Tenders in consideration of the stipulations on his part that after submitting his Tenders, he will not resile from his offer or modify the terms and conditions thereof. If the Tenderer fails to observe and comply with the foregoing stipulations the aforesaid amount of EMD will be forfeited by the IARI. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the IARI. (An undertaking as per **Annexure 'X'** is also required to be submitted by the tendering firm).
4. The schedules of the tender form should be uploaded with online bids. In the event of the space provided on the schedule form being insufficient for the required purposes, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases 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 tenders.
5. The tenders are liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tenders are not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole

proprietor of the firm of 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 IARI concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.

6. If a tenderer does not accept the offer, after issue of letter of award by IARI within 15 (fifteen) days, the offer made shall be deemed to be withdrawn without any notice & earnest money shall be forfeited.
7. 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 tenders and all other related document must be signed by every partner of the firm. A person signing the tender form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Indian Agricultural Research Institute (IARI) shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules to the tenders and annexure(s), if any, should be signed by the tenderer.
8. EMD must be deposited with **Admn. Officer, IARI Division of Genetics New Delhi-12**, during working hours i.e. 9.30 A.M. to 4.00 P.M. on all working days (except Second Saturday, Sunday and Gazetted Holidays) before the last date/time for submission of bids failing which bids will not be accepted. EMD must be in the form of Demand Draft/Pay Order/FDR payable to Director, Indian Agricultural Research Institute at New Delhi.(No cheques will be accepted)
9. The rates quoted by each firm for job/service contract in tenders be given both in words and figure failing which the same is liable to be rejected. Tenders will be opened online by the authorised officers. Bidders have two options to participate in tendering process at the time of opening of Bids. Bidders can come at the place of opening of bids (electronically) as done in the conventional tender process or he can visualize the process online without physically being present at IARI.
10. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on your behalf should be indicated in your tender. Name and address of permanent representative of the tenderer, if any, may also be indicated.
11. **An amount equivalent to 5 to 10% of the estimated value of contract (as per GFR 171)** is to be deposited by the selected agency/ successful tenderer as Performance Security Deposit only after receiving a communication from the IARI. In the event of non-deposition of the same, the earnest money will be forfeited.
12. No interest on earnest money and security deposit shall be paid by the IARI to the tenderer.
13. The Contractor will be reimbursed for each manpower at the consolidated rates as detailed in **Schedule III**. The Service Provider shall abide by all the laws of land including labour laws (PF, Income Tax, GST or any other extra taxes levied by Govt.) Companies Act, welfare measure of its employees and all other obligation that is being instructed in such cases and are not essentially enumerated and defined herein, though any such bounded duty shall be the exclusive responsibility of the service provider and it shall not involve IARI in anyway whatsoever. Compliance of these provisions shall be ensured at the times of making monthly payments.
14. The Firm will not charge placement charges or any other account from the manpower deployed with the IARI. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at a later stage, reports are received that the Contractor/Contracting Firm has charged the manpower on any account.
15. **In case of more than one successful lowest bidders (L-1), the work/ contract will be awarded to the firm on merit which will be based on credentials of the firm as given, to the satisfaction of Competent Authority IARI, Pusa, New Delhi on the basis of maximum award of work**

16. Only those bidders who submit all requisite documents as per this tender and secure 45 marks in the technical qualification on parameters mentioned below will be declared as qualified/eligible for opening/considering financial bids:-

a) Average turnover of the firm during last three years:-

- Up to 50 lakhs = 15 Marks
- Exceeding 50 lakhs & up to 70 lakhs = 20 Marks
- Exceeding 70 lakhs onwards = 25 Marks

b) Experience of serving in Govt. (Centre/State) Departments/Autonomous bodies/PSUs/PSES/Bank & Insurance Companies or other equivalent organisations of high repute: -

- up to 3 years = 15 Marks
- Exceeding 3 years & up to 5 years = 20 Marks
- Exceeding 5 years = 25 Marks

c) Total no. of people on their rolls

- Up to 20 = 15 Marks
- Exceeding 20—50 = 20 Marks
- Exceeding 50 = 25 Marks

d) Quality related marks(as bonus)

- ISO (up to 2 years) = 02 Marks
- ISO (Exceeding 2 years) = 04 Marks

e) At least 3(three) years' experience (ending month of March prior to the bid opening) .

f) Minimum annual turnover should be 50 lakhs.

g) Minimum manpower on roll of the bidder must be **20** (Twenty)

h) Each bidder shall submit only one bid for one request for proposal(RfP).

17. GST or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and IARI will not entertain any claim whatsoever in this respect. However, the income tax or any other tax which is as per the rules of the Govt. of India shall be deducted at source from monthly bills of the successful tenderer, as per rules/ instructions made applicable from time to time by government.

18. In accordance with O.M. No. 29(1)/2014-PPD dated 28.01.2014 of Department of Expenditure, Ministry of Finance, bids quoting 'Nil' consideration/service charges shall be treated as unresponsive and will not be considered. Service charge quoted should not be in percentage, it should be in the multiple of whole rupee.

19. Director, IARI reserves the right to reduce or terminate the period of contract or to extend its duration in the

20. interest of the Institute, for any justifiable reasons and it is not mandatory to be communicated to the tenderer.

21. Decision of Director, IARI shall be final for any aspect of the contract and binding to all parties. IARI Regional Research Centre, arising, if any, on the contract will be settled at his level by mutual consultation and in case of failure in settlement IARI Regional Research Centre, shall be referred to the sole arbitrator to be appointed by the Secretary, ICAR. The decision of the sole arbitrator so appointed shall be final and binding on the parties. Arbitration proceeding shall be governed by the Arbitration & Conciliation Act, 1996 as amended from time to time.

22. Acceptance by the Institute will be communicated by fax/telegram/email, express letter or any other form of communication. Formal letter of acceptance and work order of the tenderer will be forwarded as soon as possible, but the earlier instructions in the fax/ telegram, express letter etc. should be acted upon immediately.

23. The Institute does not pledge itself to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders whole or in part keeping in view valid reasons. Conditional tenders will not be accepted.

24. The Institute in its capacity as Principal Employer reserves the right to modify any of the terms and conditions of the contract as mentioned in the Schedules III of this document, at its discretion, in the interest of the job work.

25. Successful bidder/tenderer will have to enter into a detailed contract agreement with IARI on non- judicial stamp paper of Rs. 100/- (One hundred only) for work.

26. Successful bidder shall not transfer its right or sublet the contract to anyone else.

	The following document/vouchers are required to be uploaded with the Technical Bid in following manner:-	Page No. where document is placed
1	Scanned copy of Earnest Money Deposit (EMD)	
2	Scanned copy of Registration Certificate of the firm under Company/Shops & Establishment Act of the respective state for this purpose.	
3	Scanned copy of valid Licence under the Contract Labour (Registration & Abolition) Act, 1970.	
4	Scanned copies of EPF and ESI Registration Certificate(s) issued by the appropriate authority.	
5	Scanned copy of minimum 20 numbers of Staff registered under ESI & EPF separately. Documentary proof of latest ECR may be attached.	
6	Scanned copy of valid registration certificate issued by National and Small Industries Corporation (NSIC), if applicable.	
7	Scanned copies of proofs of minimum last three year's i.e. 2017-18 to 2019-20 continuous experience of the firm in the field of providing such services (Agricultural Field and Lab work) in Central Govt. establishments/ autonomous bodies/corporations / reputed public organizations, with details in enclosed tabular form in chronological order and Scanned copies of the satisfactory services may be submitted	
8	Scanned copy of proof of minimum turnover of the firm not less than Rs.50,00,000/- (Rupees Fifty lakhs Only) per year during each of the last three financial years.	
9	Scanned copies of Income Tax (PAN), Service Tax /GST Registration Certificates, TIN number, with bank account details.	
10	Scanned copy of Audited Balance Sheet of the firm for last 3 (three) financial years i.e. 2017-18 ,2018-19 & 2019-20 by the Chartered Accountant.	
12	Scanned copy of valid latest Bank solvency certificate for Rs. 5.00 Lakhs (Rs. Five lakhs only). The Bank solvency certificate should not be more than six months old.	
13	The firm/agency must enclose a certificate indicating that there is no criminal legal suit pending or contemplated against it.	
14	An Undertaking as per attached Format duly attested by Notary on a non-judicial stamp paper of value of Rs.100/- (Rupees One Hundred Only) regarding their non-blacklisting by any of the Govt. Departments, Public Sector Undertakings and/or by Central Vigilance Commission during the last three years.	
15	Only those firms will be considered for financial bid who will qualify in the technical bid. Apart from above the bidders should have successfully executed/completed similar services the last three years in the following over manner:	

1. Three similar completed services costing not less than the amount equal to **40%** of the estimated cost:
or

2. Two similar completed services costing not less than the amount equal to **50%** of the estimated cost: **or**

3. One similar completed service costing not less than the amount equal to **80%** of the estimated cost.

(q) The bidder shall authorise to seek references from the bidder's bankers.

Other conditions:

1. The work may have to be attended at different intervals of times during the contract period as well as during day time which may varies from 8.00 am to 5.00 pm but not exceeding to the permissible hours for each man days.
2. Implements like Kassola, Khurpi, Kassi, Darati etc. required for agronomical operations will be provided by the bidder itself.
3. The contractor shall provide the list of his workers who shall be working in the beginning of contract.
4. Contractor to ensure minimum wages to be paid to the contractual manpower as per Minimum Wages prescribed by Govt. of NCT of Delhi from time to time.

Yours faithfully,

Asstt. Admn. Officer
For and on behalf of the Director
IARI REGIONAL RESEARCH CENTRE,-ICAR-
Indian Agricultural Research Institute New Delhi-110012

SCHEDULE OF WORK Field Operations

Sr. No.	Item Description	Item code	Qty/ unit	Unit
1	Wheat			
1.01	Sowing and covering of seeds in 4 m row	Item2	1.0	Per row
1.02	Dibbling/seeding manually in plot(2 rows x 5 m)	Item3	1.0	Per plot
1.03	Emasculation and pollination	Item4	1.0	Per 25 spikes
1.04	Recording data (no. of tillers, plant height, spike length, peduncle length, spikelet no./spike, filled grains/spike.)	Item5	1.0	Per plant
1.05	Recording biological yield of 1m row	Item6	1.0	Per meter
1.06	Number of tillers per meter	Item7	1.0	Per meter
1.07	Single spike threshing	Item8	1.0	Per spike
1.08	Single plant harvesting & threshing	Item9	1.0	Per plant
1.09	Harvesting and threshing one meter row length	Item10	1.0	Per row
1.1	Harvesting and threshing per plot (1.38m x 5m)	Item11	1.0	Per plot
1.11	Harvesting and threshing per plot(6m x 1.2m)	Item12	1.0	Per plot
1.12	Harvesting and threshing of plot(0.45x 5 m)	Item13	1.0	Per plot
1.13	Wheat Crop residue spread	Item14	1.0	Per acre
1.14	Biomass assessment in wheat Plot 6X1.5m	Item15	1.0	Per plot
1.15	Manual weeding in wheat	Item16	1.0	Per acre
1.16	Preparing wheat seed for off season nursery 50- to 100gm sample	Item17	1.00	Per sample
1.17	Cleaning of seed after harvest (per 6x1.5m Plot)	Item18	1.00	Per plot
1.18	Weeding with kasola - Kharif season (Wheat) Crop)	Item19	1.00	Per acre
1.19	Weeding with khurpi - Kharif season (Wheat)	Item20	1.00	Per acre
1.20	Weeding with kasola – Ravi season (Wheat) Crop)	Item21	1.00	Per acre
1.21	Weeding with khurpi - Ravi season (Wheat)	Item22	1.00	Per acre
2	Maize	Item23	0	0
2.01	Sowing and covering of seed in 3 m row	Item24	1.0	Per row
2.02	Silking per plant	Item25	1.0	Per plant
2.03	Tasseling per plant	Item26	1.0	Per plant
2.04	Separation, weighing and de-husking of green cobs per 5m row	Item27	1.0	Per row
2.05	Harvesting, collection and packing of cobs of single row of 3 m	Item28	1.0	Per row
2.06	Separation of cobs from plants	Item29	1.0	Per acre
2.07	De-husking of cob in 3 m row	Item30	1.0	Per row
2.08	Separation of kernel from cob	Item31	1.0	Per cob
2.09	Drying of cobs and seed on daily basis	Item32	1.0	Per 100 samples
2.10	Harvesting of baby cob per picking per 3 m row	Item33	1.0	Per row
2.11	Data recording i.e. plant stand, plant height/ cob height / no of cob, kernel row , no of kernel, cob length , cob girth, 100 kernel weight (per 3m row): 2 man-days for 100 rows is needed	Item34	1.0	Per row
2.12	Biomass weight per row of 3 m	Item35	1.0	Per row
2.13	De-tasseling during seed production	Item36	1.0	Per acre
2.14	Harvesting male line/acre in seed production plots	Item37	1.0	Per acre
2.15	Harvesting female line in seed production plots	Item38	1.0	Per acre
2.16	Maize crop residue spread	Item39	1.0	Per acre
2.17	Maize residue chopping	Item40	1.0	Per acre
2.18	Manual weeding Maize	Item41	1.0	Per acre
2.19	Recording of baby corn parameters VIZ. Length, width,5 cob weight	Item42	1.0	Per 3M row

2.20	Weeding with kasola - Kharif season (Maize)	Item43	1.0	Per acre
2.21	Weeding with khurpi - Kharif season (Maize)	Item44	1.0	Per acre
2.22	Weeding with khurpi - Rabi season (Maize)	Item45	1.0	Per acre
2.23	Weeding with kasola - Rabi season (Maize)	Item46	1.0	Per acre
3	Rice	Item47	0	0
3.01	Preparation of nursery beds for sowing (bed size 4x3 m ²)	Item48	1.0	Per bed
3.02	Preparation of bunds in main field (bund width of 75 cm each)	Item49	1.0	Per 100 meters
3.03	Making furrow(1 m each) for nursery sowing of single plant	Item50	1.0	Per 100 furrows
3.04	Nursery sowing and covering with soil (1 m each)	Item51	1.0	Per 100 rows
3.05	Nursery weeding (bed of 4x3 m ²)	Item52	1.0	Per bed
3.06	Nursery uprooting (1 m each)	Item53	1.0	Per 100 rows
3.07	Shifting of nursery to main field	Item54	1.0	Per 10 trays
3.08	Manual leveling of field before transplanting	Item55	1.0	Per 100 m ²
3.09	Field layout before transplanting	Item56	1.0	Per 1000 m ²
3.10	Transplanting of trials (12 m ² plot)	Item57	1.0	Per 1000 m ²
3.11	Handling of rope during transplanting	Item58	1.0	Per 1000 m ²
3.12	Transplanting of bulk material	Item59	1.0	Per acre
3.13	Fixing of isolation sheet in hybrid seed production plot (Digging 1 feet deep hole, fixing bamboo in it and stitching isolation sheet on it)	Item60	1.0	Per 10 meter/10 bamboo
3.14	Transplanting of CMS multiplication/hybrid seed production plot	Item61	1.0	Per 100 m ²
3.15	Transplanting of breeding material (SP progenies)/germplasm / RIL's	Item62	1.0	Per row(4.5m each)
3.16	Cleaning and maintenance of bunds in main field	Item63	1.0	Per 100 meters
3.17	Rouging in CMS multiplication/ hybrid seed production plot	Item64	1.0	Per 100 m ²
3.18	Rope pulling in CMS multiplication/hybrids seed production plot	Item65	1.0	Per 100 m ²
3.19	Spraying of GA ₃ using knapsack sprayer	Item66	1.0	Per 100 m ²
3.2	BLB inoculation	Item67	1.0	Per 100 plants
3.21	Recording of BLB lesion length (5 leaves per plant)	Item68	1.0	Per 100 plants
3.22	Hand emasculation and pollination in normal varieties	Item69	1.0	Per 10 panicles
3.23	Hand emasculation and pollination in CMS lines	Item70	1.0	Per 10 panicles
3.24	Spraying of insecticides/herbicides/fungicides	Item71	1.0	Per acre
3.25	Harvesting and threshing of single plant	Item72	1.0	Per 100 plants
3.26	Collection of panicles from plots/hills	Item73	1.0	Per 100 panicles
3.27	Recording single plant data on yield and yield components(tiller number, plant height, panicle length)	Item74	1.0	Per 100 plants
3.28	Counting of filled grains/panicle	Item75	1.0	Per 50 panicles
3.29	Cleaning and drying of seeds of trial	Item76	1.0	Per 100 kg
3.30	Harvesting and threshing	Item77	1.0	Per plot of 12 m ²
3.31	Bulk harvesting and threshing	Item78	1.0	Per 1000 m ²
3.32	Removal of isolation sheet and bamboo	Item79	1.0	Per10m x10bambo
3.33	Mixing of B/R lines seedlings (different dates) before transplanting	Item80	1.0	Per 100 m ²
3.34	Irrigations in nursery bed 4x3m ²	Item81	1.0	Per bed
3.35	Application of micronutrient solution in nursery bed using knapsack sprayer(bed size 4x3m ²)	Item82	1.0	Per bed
3.36	Removing of flouting crop residues/debris in puddled main field before transplanting	Item83	1.0	Per 100 m ²
3.37	Weeding in (Rice Crop)	Item84	1.00	Per acre
4	Pearl millet	Item85	1.00	0
4.01	Opening the furrow with plough, sowing and covering the seedper 3 m row	Item86	1.00	Per 100 row
4.02	Selfing	Item87	1.00	Per spike
4.03	Emasculation and pollination	Item88	0	Per spike
4.04	Screening of male fertile/sterile plants of 3m row (@20 plants per 3m row)	Item89	1.0	Per row

4.05	Data recording (includes plant height, spike length, spike thickness, no. of tillers)	Item90	1.0	Per plant
4.06	Harvesting of spike per 3m row	Item91	1.0	Per row
4.07	Harvesting of plants from base and removal from field of 3m row	Item92	1.0	Per row
4.08	Harvesting bundling and taking the spikes out	Item93	1.0	Per 5 meter row
4.09	Weighing of spikes and fodder of 3m row basis	Item94	1.0	Per row
4.10	Threshing single ear head basis	Item95	1.0	Per single ear
4.11	Threshing row basis (3m row)	Item96	1.0	Per row
4.12	Removal of spikes and their threshing	Item97	1.0	Per acre
4.13	General harvesting of spikes	Item98	1.0	Per acre
4.14	Weeding with kasola - Kharif season Pearl millet)	Item99	1.0	Per acre
4.15	Weeding with khurpi - Kharif season (Pearl millet)	Item100	1.0	Per acre
4.16	Weeding with khurpi - Rabi season (Pearl millet)	Item101	1.0	Per acre
4.17	Weeding with kasola - Rabi season (Pearl millet)	Item102	1.0	Per acre
5	Chickpea, Moongbean, lentil, soybean	Item103	1.0	0
5.01	Emasculation and pollination	Item104	1.0	Per 20 buds
5.02	Harvesting & threshing single row of 2 m length	Item105	1.0	Per row
5.03	Harvesting & threshing single row of 5m length	Item106	0	Per row
5.04	Preparation of Seed packet for sowing	Item107	1.0	Per 100 pkt.
5.05	Harvesting and threshing single plant	Item108	1.0	Per plant
5.06	Harvesting & threshing of plots (5m x1.5m)	Item109	1.0	Per plot
5.07	Harvesting and threshing of plot (5m x 2.1 m plot)	Item110	1.0	Per plot
5.08	Recording data on single plants (Plant height,counting primary and secondary branches, pods, seeds per pod)	Item111	1.0	Per plant
5.09	Harvesting and Threshing - general	Item112	1.0	1Acre
5.10	Weeding with kasola - Kharif season (Pearl Chickpea, Moongbean, lentil, soybean)	Item113	1.0	Per acre
5.11	Weeding with khurpi - Kharif season (Pearl Chickpea, Moongbean, lentil, soybean)	Item114	1.0	Per acre
5.12	Weeding with khurpi - Rabi season (Chickpea, Moongbean, lentil, soybean)	Item115	1.0	Per acre
5.13	Weeding with kasola - Rabi season (Chickpea, Moongbean, lentil, soybean)	Item116	1.0	Per acre
6	Pigeon pea	Item117	0	
6.01	Emasculation and pollination	Item118	1.0	Per 50 buds
6.02	Selfing	Item119	1.0	Per 50 buds
6.03	Selfing of individual inflorescence by selfing bags	Item120	0	Per 50 buds
6.04	Screening of male fertile/sterile plants in 3 m row	Item121	1.0	Per row
6.05	Plot harvesting and threshing (4.0m x 1.8 m plot)	Item122	1.0	Per plot
6.06	Plot harvesting and threshing (4.0m x 5.0 m plot)	Item123	1.0	Per plot
6.07	Harvesting, threshing and cleaning of 5 m row	Item124	1.0	Per row
6.08	Harvesting, threshing and cleaning of 3 m row	Item125	1.0	Per row
6.09	Harvesting, threshing and cleaning of single plants	Item126	1.0	Per plant
6.10	Single plant field observations (Plant height, primary & sec branches, main shoot length, Pod length, Seeds per pod, 100 Seed wt, Plant type-DT/IDT/erect /Spreading, Flower colour and Seed colour etc)	Item127	1.0	10 plants /entry
6.11	Weeding with kasola - Kharif season (Pigeon pea)	Item128	1.0	Per acre
6.12	Weeding with khurpi - Kharif season (Pigeon pea)	Item129	1.0	Per acre
6.13	Weeding with khurpi - Rabi season (Pigeon pea)	Item130	1.0	Per acre
6.14	Weeding with kasola Rabi season (Pigeon pea)	Item131	1.0	Per acre
7	Mustard	Item132	0	0
7.01	Emasculation and pollination	Item133	1.0	Per 100 buds
7.02	Selfing single plant with three ring selfing bags supported with bamboo sticks	Item134	1.0	Per 25 plants
7.03	Selfing of Brassica inflorescence with selfing bags	Item135	0	Per 25 bags

7.04	Harvesting and threshing of single row of 5m	Item136	1.0	Per row
7.05	Single plant field observations (Plant height, primary & sec branches, main shoot length, siliquae on main shoot, seeds/siliqua, siliqua length, point to first branch)	Item137	1.0	Per plant
7.06	Erecting pipes for selfing (In 50 cm deep hole for 1.5" pipe) + putting pipes on in 20" x 20" square	Item138	1.0	Per pipe
7.07	Putting nets on pipes (10 m x 5 m x 3 m)	Item139	1.0	Per net
7.08	Inoculation for white rust/Sclerotinia stem rot	Item140	1.0	Per 25 plants
7.09	Single plant harvesting and threshing	Item141	1.0	Per plant
7.10	Plot harvesting and threshing (5 m x 1.5m) plot after removing border row	Item142	1.0	Per plot
7.11	Plot harvesting and threshing (5 m x 2.7m) plot after removing border row	Item143	1.0	Per plot
7.12	Weeding with kasola - Kharif season (Mustard)	Item144	1.0	Per acre
7.13	Weeding with khurpi - Kharif season (Mustard)	Item145	1.0	Per acre
7.14	Weeding with khurpi - Rabi season (Mustard)	Item146	1.0	Per acre
7.15	Weeding with kasola - Rabi season (Mustard)	Item147	1.0	Per acre
8	Common field work	Item148	1.0	0
8.01	Field layout	Item149	1.0	Per acre
8.02	Plot sowing by hand plough	Item150	1.0	Per acre
8.03	Plot sowing with tractor mounted machine	Item151	0	Per acre
8.04	Marking lines with marker in the field	Item152	1.0	Per acre
8.05	Dusting (manually) of crop with pesticide	Item153	1.0	Per acre
8.05	1000 seed counting (Mustard and pearl millet)	Item154	1.0	Per 10 samples
8.06	100 seed counting in all crops	Item155	1.0	Per 50 samples
8.07	Seed treatment per packet (50-200 g)	Item156	1.0	Per 50 packets
8.08	Preparation of seed packets	Item157	1.0	Per 50 packets
8.09	Hand cleaning of seed	Item158	1.0	Per kg
8.10	Hand cleaning of seed samples (50-200g)	Item159	1.0	Per sample
8.11	Fixing bamboo/plastic sticks for labeling	Item160	1.0	Per 100 sticks
8.12	Tying of labels on plant/sticks	Item161	1.0	Per 100 labels
8.14	Selfing of single plants with net bag supported with bamboo	Item162	1.0	Per plant
8.15	Selfing of plots- size 3 m x 3.6 m with net bag supported with bamboo	Item163	1.0	Per plot
8.16	Hand weeding in field	Item164	1.0	Per acre
8.17	Weeding of net houses 400 sqm area	Item165	1.0	Per net house
8.18	Cleaning around the net houses	Item166	1.0	Per net house
8.19	Deep digging net-house 6 inch deep	Item167	1.0	Per m ² square
8.20	Path and bund cleaning	Item168	1.0	Per acre
8.21	Bird scaring per 5 acre plot (two shift)	Item169	1.0	Per 5 acre
8.22	Bird scaring per 4 acre plot (two shift)	Item170	1.0	Per 4 acre
8.23	Bird scaring per 3 acre plot (two shift)	Item171	1.0	Per 3 acre
8.24	Bird scaring per 2.5 acres plot (two shift)	Item172	1.0	Per 2.5 acres
8.25	Bird scaring per 2 acre plot (two shift)	Item173	1.0	Per 2 acre
8.26	Bird scaring per one acre plot (two shift)	Item174	1.0	Per acre
8.27	Bird scaring in pearl millet and maize at maturity (two shift)	Item175	1.0	Per acre
8.28	Bird scaring in pearl millet and maize at maturity(two shift)	Item176	1.0	Per 2.5 acres
8.29	Bird scaring in pearl millet and maize at maturity(two shift)	Item177	1.0	Per 5.0 acre
8.30	Irrigation	Item178	1.0	Per acre
8.31	Harvesting and threshing with machines	Item179	1.0	Per acre
8.32	Bulk threshing of crop - General	Item180	1.0	Per acre
8.33	Bulk harvesting of crop- General	Item181	1.0	Per acre
8.34	Harvesting and threshing of crop -General	Item182	1.0	Per acre
8.35	Cleaning of harvested seed in field / lab	Item183	1.0	Per 50 kg
8.36	Gap filling by transplanting	Item184	1.0	Per acre

8.37	Rouging	Item185	1.0	Per acre
8.38	Thinning (mustard, rice and pearl millet, maize, wheat)	Item186	1.0	Per acre
8.39	Thinning (soybean, chickpea, mungbean, pigeon pea, and other crops)	Item187	1.0	Per acre
8.40	Spreading of FYM in the field	Item188	1.0	Per acre
8.41	Application of fertilizers (all crops)	Item189	1.0	Per acre
8.42	Hill application of fertilizers/granules	Item190	1.0	Per acre
8.43	Preparation of sticks/ pegs (90 cm) from raw bamboo	Item191	1.0	Per 100 sticks/pegs
8.44	Spray of pesticides with tractor sprayer in field	Item192	1.0	Per acre
8.45	Spray of pesticides with knap sack/foot pump sprayer in field	Item193	1.0	Per acre
8.46	Removal of crop residue out from the field -General	Item194	1.0	Per acre
8.47	Threshing of single spike in wheat/panicle in rice	Item195	1.0	Per panicle/spike
8.48	Roughing in Nucleus/Breeder Seed Plots	Item196	1.0	Per acre
8.49	Transplanting of rice for nucleus seed	Item197	1.0	Per acre
8.50	Transplanting of vegetables	Item198	1.0	Per acre
8.51	Preparing beds (flat/ridge) for vegetable sowing/ transplanting	Item199	1.0	Per acre
8.52	Field emergence, speed of emergence and plant stand count of 5 meter row length	Item200	1.0	Per row
8.53	Inoculation of plants	Item201	1.0	Per 25 plants
8.54	Bulk/single plant observation of DUS characters (Ten traits)	Item202	1.0	Per 25 plants
9	Common laboratory activities and field work across crops including seed testing activities and pot culture etc.	Item203	0	0
9.01	Sample preparation of leaf/seed for quality analysis	Item204	1.0	Per 25 samples
9.02	Tagging of single plants and collection of leaf samples in liquid nitrogen	Item205	1.0	Per 25 samples
9.03	Plant-wise harvesting of genotyped pollinator plants	Item206	1.0	Per 25 plants
9.04	Grinding of samples for DNA isolation (5 g leaf)	Item207	1.0	Per 25 samples
9.05	Preparation of glassware and plastic ware for RNA work through NaOH treatment DEPAAC water treatment sterilized through autoclaving	Item208	1.0	Per 25 pieces
9.06	Sample preparation for enzyme/hormone analysis	Item209	1.0	Per 25 samples
9.07	Washing and autoclaving of mortar-pestle and glass and plastic wares	Item210	1.0	Per 100 pieces
9.08	Air drying, grinding and sieving of soil samples in the laboratory	Item211	1.0	Per 25 samples
9.09	Bread making 100 g sample in wheat	Item212	1.0	Per 25 samples
9.10	Biscuit making 500 g sample in wheat	Item213	1.0	Per 25 samples
9.11	Chapatti making 300 g sample in wheat	Item214	1.0	Per 25 samples
9.12	Help in sedimentation analysis in wheat	Item215	1.0	Per 25 samples
9.13	Brix value estimation/cob for sweet corn/green cob (Maize)	Item216	1.0	Per 50 cobs
9.14	Estimation of popping value (200 kernels per sample) in maize	Item217	1.0	Per 50 samples
9.15	Estimation of kernel opaqueness through light box (200 seeds/sample) in maize	Item218	1.0	Per 50 samples
9.16	Grinding of maize seed (50-100 seeds) samples for biochemical estimation	Item219	1.0	Per 50 samples
9.17	Analysis of pollen fertility in all crops	Item220	1.0	Per 25 samples
9.18	Hulling by palm husker of 25 grains/sample in rice	Item221	1.0	Per 25 samples
9.19	Hand milling of 25 grains/sample in rice	Item222	1.0	Per 25 samples
9.20	Grinding of rice grains of 4g/sample	Item223	1.0	Per 25 samples
9.21	Hulling and milling of trial samples of 200g paddy in machines	Item224	1.0	Per 25 samples
9.22	Preparation of samples, cooking and display of cooked rice from single plant selections in petridishes (10 grains per entry)	Item225	1.0	Per 25 samples
9.23	Preparation of samples and data recording of rice grain dimensions (kernel length, width) before and after cooking	Item226	1.0	Per 25 samples
9.24	Separation of head rice from milled rice samples obtained from 200g paddy samples	Item227	1.0	Per 25 samples
9.25	Filling of pots with soil for sowing	Item228	1.0	Per 25 per pot

9.26	Filling of pots and shifting plants in pots	Item229	1.0	Per 25 pots
9.27	Filling of pots (4")	Item230	1.0	Per 25 pots
9.28	Sowing in pots (4")	Item231	1.0	Per 25 pots
9.29	Filling of trays (10" x 5" x 3")	Item232	1.0	Per 25 trays
9.30	Sowing and planting in pots 12 inch x 14 inch pots	Item233	1.0	Per 25 pots
9.31	Emptying of pots all sizes	Item234	1.0	Per 25 pots
9.32	Sowing in tray 9 x 4 inch tray	Item235	1.0	Per 25 pots
9.33	Preparation and sowing of seeds in plastic cups	Item236	1.0	Per 25 samples
9.34	Pot filling and mixing of soil with FYM 12 inch x 14 inch pots	Item237	1.0	Per 25 pots
9.35	Weeding and inter-culture in pots	Item238	1.0	Per 25 pots
9.36	Irrigation in pots	Item239	1.0	Per 25 pots
9.37	Laboratory analysis of soil and plant samples	Item240	1.0	Per 25 samples
9.38	Collection of soil samples from the field, mixing and transporting	Item241	1.0	Per 25 samples
9.39	Collection, processing and grinding of plant samples	Item 242	1.0	Per 25 samples
9.40	Sample preparation for physical purity	Item 243	1.0	Per 25 samples
9.41	Seed purity analysis	Item 244	1.0	Per 25 samples
9.42	Media (Substratum) preparation towel paper (BP), Top of Paper (TP), sand and/or Agar medium	Item 245	1.0	Per 25 samples
9.43	Seedling evaluation	Item 246	1.0	Per 50 samples
9.44	Planting of samples in different substratum for seed germination	Item 247	1.0	Per 50 samples
9.45	Preparation of seed samples for electrical conductance	Item 248	1.0	Per 50 samples
9.46	Reading of electrical conductance from soaked seed	Item 249	1.0	Per 100 samples
9.47	Preparation and conditioning of seed samples for accelerated ageing test (AAT) under controlled environment (40°C, 100% RH)	Item 250	1.0	Per 100 samples
9.48	Preparation of seed samples for seedling growth	Item251	1.0	Per 100 samples
9.49	Seedling measurement	Item252	1.0	Per 100 samples
9.50	Preparation and conditioning of seed samples for tetrazolium test (TZ)	Item253	1.0	Per 25 samples
9.51	Evaluation of embryo staining	Item254	1.0	Per 25 samples
9.52	Filling of tip boxes and sterilization	Item 255	1.0	Per 25 box
9.53	Preparation of samples for germination test	Item 256	1.0	Per 25 samples
9.54	First count during germination test	Item257	1.0	Per 25 samples
9.55	Final count during germination test	Item 258	1.0	Per 25 samples
9.56	Root and shoot length observations on 10 seedlings from each sample	Item 259	1.0	Per 25 samples
9.57	Dry weight observation on 10 seedlings from each sample	Item 260	1.0	Per 25 samples
9.58	Preparation of solutions/chemicals for seed treatment	Item 261	1.0	Per 25 samples
9.59	Treating the seed with various chemicals/coating priming etc.	Item 262	1.0	Per 25 samples
9.60	Plating of fungi	Item 263	1.0	Per 25 plates
9.61	Counting 100, 50 and 25 per seeds sample	Item 264	1.0	Per 25 samples
9.62	Cleaning of seed and leaf samples	Item 265	1.0	Per 100 samples
9.63	Maintenance of temp. and humidifier in the walk-in germination chambers	Item 266	1.0	Per unit/month
9.64	Storage and upkeep of guard samples	Item 267	1.0	Per 100 samples
9.65	Moisture content estimation	Item 268	1.0	Per 100 samples
9.66	Maintenance and upkeep of glass house, Net House and surrounding area (100 m ²)	Item 269	1.0	Per month
9.67	Temperature and humidity controlled seed store cleaning of chillers unit, water storage tank clean & cleaning of filters fitted in Dehumidifiers and cooling coil, cleaning of racks of seed storage room	Item 270	1.0	Per month
9.68	Cleaning/Dusting of machines—seed dryer, seed air and screen cleaner, gravity separator, seed coating, in the process. lab.	Item271	1.0	Per month
9.69	Maintenance and up keeping of Net House and Surrounding area 100sq meter	Item 272	1.0	Per month
9.70	Preparation of Fly food and subculture	Item 273	1.0	Per 50 bottles

TENDERS FOR JOB WORK CONTRACT FOR OUTSOURCING OF VARIOUS FIELD, Farm and Lab. OPERATIONS/ SERVICE/WORK in the Division of Genetics and Seed Science and Technology, IARI New Delhi-110012” FOR A PERIOD OF ONE YEAR AND EXTENDABLE BY FURTHER ONE or MORE YEARS SUBJECT TO SATISFACTORY PERFORMANCE OF THE VENDOR AND ITS WILLINGNESS TO CONTINUE.

Full Name & Address of the tenderer in addition to Post Box No., if any, should be quoted in all Communications to this office:

Telephone No.:
Telegraphic Address/FAX/ Cellular No:
E-Mail Address :

From_____

To,
The Asstt. Admn. Officer
IARI REGIONAL RESEARCH CENTRE,, ICAR-IARI,
New Delhi-110 012

I/we have read all the particulars regarding the general information and other terms and conditions of the contract of **“JOB WORK CONTRACT FOR OUTSOURCING OF VARIOUS FIELD, Farm and Lab. OPERATIONS/ SERVICE/WORK in the Division of Genetics and Seed Science and Technology, IARI New Delhi-110012”** FOR A PERIOD OF ONE YEAR AT IARI LOCATED AT PUSA and EXTENDABLE BY FURTHER ONE or MORE YEARS SUBJECT TO SATISFACTORY PERFORMANCE and agreement to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates given in Schedule-III to this tender and I/we agree to hold this offer open till 180 days. I/we shall be bound by a communication acceptance dispatch within the prescribed time.

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

- a) The following pages have been added to and form a part of this tender _____.The Schedules-I & II to accompany this tender are at pages_____.
- b) Every page so attached with this tender bears my/our signature(s) and the office seal.
- c) Pay order/ DD No._____ of Rs._____ drawn in favour of Director, IARI and payable at New Delhi has been submitted to your office on.....(date) on account of earnest money.

Yours faithfully,

Date:

Signature of witness:

Name & Designation of witness:

Address:

Signature & Seal of the Tenderer

Telephone No. Office:

Res.:

Mobile:

Technical Bid Application

For providing manpower preferably knowledge of Agriculture field for Job work contract for outsourcing of various Field, Farm and Lab. Operations/ Service/work in the Division of Genetics and Seed Science and Technology, IARI New Delhi-110012 Name of the Tendering Manpower Company/Firm/Agency/ Contractor :

(Attach attested copy of certificate of registration)

1. Name of Director of Company/ Active Partner of the firm/:
authorized Agent/ Proprietor
2. Full address of Operating/ Branch Office
Telephone No.:Fax No.:E-mail address:
3. Full address of Operating/ Branch Office at:
Delhi/ New Delhi
4. Banker of the Company/ Firm/ Agency/ Contractor with Full
address (Attach certified copy of latest Bank statement):
5. PAN/Permanent Income Tax No./ Circle/ Ward:
TAN/TIN No. (Attach attested copy)
6. Service Tax/GST Registration No. (Attach attested copy):
7. EPF Registration No. (Attach attested copy):
8. ESI Registration No. (Attach attested copy):
9. Registration number/details/certificate of company/shop & establishment act:
10. Licence number/details/certificate of labour licence of respective Act:
11. Details of Earnest Money (Amount, DD No.,Date,,:
Name of Issuing Bank)

13. Details for evaluation of Technical Bid

S.No.	Items	Details documents with supporting
1.	No. of employees on the Roll of the Firm	
2.	No. of years of past experience of supplying manpower	
3.	Turnover of Firm during last 3 years (with financial year wise details)	
4.	ISO Certification (No. of Years), if any	

Note : Company/Firm/Agency/ Contractor scoring less than 45 marks in technical bid will not be considered for financial bid.

14. Whether the Firm/Company/Agency have been blacklisted by any Ministry/Department of the Govt.
The tendering firms/bidders shall have to submit a notarized affidavit on a stamp paper of appropriate value to this effect that they have not been blacklisted or their business dealing with the Government Ministries/Departments have not been banned/debarred.
15. Additional information/detail, if any must be supported by attested certificates.

Date :

Place:

Signature of authorized person
(Full Name and Designation : Seal:)

Requirement of the Technical Bid

The following documents being furnished for consideration of the Tender/Bid:-

Format must be filled in by the Bidder

	The following document/vouchers are required to be uploaded with the Technical Bid in following manner:-	Page No. where document is placed
1	Scanned copy of Earnest Money Deposit (EMD)	
2	Scanned copy of Registration Certificate of the firm under Company/Shops & Establishment Act of the respective state for this purpose.	
3	Scanned copy of valid Licence under the Contract Labour (Registration & Abolition) Act, 1970.	
4	Scanned copies of EPF and ESI Registration Certificate(s) issued by the appropriate authority.	
5	Scanned copy of minimum 20 numbers of Staff registered under ESI & EPF separately. Documentary proof of latest ECR may be attached.	
6	Scanned copy of valid registration certificate issued by National and Small Industries Corporation (NSIC), if applicable.	
7	Scanned copies of proofs of minimum last three year's i.e. 2017-18 to 2019-20 continuous experience of the firm in the field of providing such services (Agricultural Field and Lab work) in Central Govt. establishments/ autonomous bodies/corporations / reputed public organizations, with details in enclosed tabular form in chronological order and Scanned copies of the satisfactory services may be submitted	
8	Scanned copy of proof of minimum turnover of the firm not less than Rs.50,00,000/- (Rupees Fifty lakhs Only) per year during each of the last three financial years.	
9	Scanned copies of Income Tax (PAN), Service Tax /GST Registration Certificates, TIN number, with bank account details.	
10	Scanned copy of Audited Balance Sheet of the firm for last 3 (three) financial years i.e. 2017-18 ,2018-19 & 2019-20 by the Chartered Accountant.	
12	Scanned copy of valid latest Bank solvency certificate for Rs. 5.00 Lakhs (Rs. Five lakhs only). The Bank solvency certificate should not be more than six months old.	
13	The firm/agency must enclose a certificate indicating that there is no criminal legal suit pending or contemplated against it.	
14	An Undertaking as per attached Format duly attested by Notary on a non-judicial stamp paper of value of Rs.100/- (Rupees One Hundred Only) regarding their non-blacklisting by any of the Govt. Departments, Public Sector Undertakings and/or by Central Vigilance Commission during the last three years.	
15	Only those firms will be considered for financial bid who will qualify in the technical bid. Apart from above the bidders should have successfully executed/completed similar services the last three years in the following over manner:	

Date:

Signature of the Bidder or his Authorized Person
Name: _____

(Note : Only those bidders who submit all requisite documents (as above) as per this tender and secure 45 marks in the technical qualification will be declared as responsive for considering their financial bids.)

All documents should be submitted electronically in PDF format.

(Signature of authorized person) Full

Name and Designation :Seal:

Date :

Place:

GENERAL INFORMATION & OTHER TERMS & CONDITIONS OF THE JOB WORK CONTRACT FOR OUTSOURCING OF VARIOUS FIELD, Farm and Lab. OPERATIONS/SERVICE/WORK in the Division of Genetics and Seed Science and Technology, IARI New Delhi-110012

S c o p e o f w o r k

SCOPE OF WORK & (TERMS & CONDITIONS :

Various agriculture field/Farm operations are required for agricultural operations Like Layout of field, sowing, weeding, rouging, irrigation, Harvesting collection, removal of farm waste from field, and pesticides sprays, Maintenance of field, Crops under micro irrigation with fertilisation, Harvesting and threshing etc. and all items as mentioned in the tender document and various lab operations like collection of samples for research work

Note: The Vendors must visit the Centre at his own cost and acquaint himself with the operational system of the centre before quoting the rates in order to see the quantum of work cited above.

TERMS & CONDITIONS:

- 1 The supporting/allied services staff should follow strict attendance and alternative arrangements are to be made by the agency whenever anyone of staff/supervisor is to go on leave under intimation to this office.
2. Changing of Staff/Supervisor should be intimated to the designated officer or Farm Manager of **Division of Genetics and Seed Science and Technology, IARI New Delhi-110012** The Director, IARI reserves the right to reject any or all quotations in whole or in part without assigning any reason thereof. The decision of Director shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
3. The staff provided should also maintain secrecy and discipline in the premises of Institute.
5. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of ICAR/IARI for the purpose. All complaints should be immediately attended to by the Agency.
6. The agreement is terminable with one month notice on either side.
7. The contractor shall not sublet the work without prior written permission of the Building Head.
8. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded
10. The selected agency shall provide the necessary personnel's at **Division of Genetics and Seed Science and Technology, IARI New Delhi-110012**, as per labour acts prevalent in NCT of Delhi and respective state Governments covered in this tender. The agency shall employ good and reliable persons.. In case any of the personnel so provided is not found suitable by the **Division of Genetics and Seed Science and Technology, IARI New Delhi-110012**, shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.
11. The persons so provided by the agency under this contract will not be the employee of the **Division of Genetics and Seed Science and Technology, IARI New Delhi-110012** and there will be no employer-employee relationship between the **Division of Genetics and Seed Science and Technology, IARI New Delhi-110012** and the person so engaged by the contractor in the aforesaid services.
12. Payment for service contract will be made monthly upon submission of pre-receipted bill.

13. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The IARI shall not bear any extra charge on any account whatsoever i.e. EPF & ESIC contribution etc.
14. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/ deployed by him for the execution of the work in respect of their wages and service conditions and shall also

comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Council from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any decision of IARI Regional Research Centre, the decision of Director, IARI shall be final and binding on the contractor.
15. Income Tax will be deducted from the payments due for the work done as per rule.
16. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract
17. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., State Govt, relating to this contract made applicable from time to time.
18. While the contract is normally for one year, there is a possibility of its continuation for another one year after the approval of the competent authority, IARI, New Delhi.
19. **Risk Clause;** IARI reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from Security Deposit or pending bills or by raising a separate claim.
20. **Monthly wages should be as per the Minimum Wages prescribed by State Govt. The vendor shall be provided a list of the workers. Bids quoting 'Nil' consideration/service charges shall be treated as unresponsive and will not be considered.**
21. That in case service provider fails to make any statutory or contractual payment, then the IARI shall have the
right to realize this amount from the Security deposit of the Contractor.
22. The service provider agency shall be solely responsible for the redressal of grievances/resolution related to personnel deployed and INSTITUTE shall in no way be responsible for settlement of such issues whatsoever by the Institute.
23. The contractor/agency will furnish to the INSTITUTE the full particulars of the personnel deployed, including details like name, father's name, age, photograph, permanent address, telephone number etc. and will also ensure the verification of the antecedents of such personnel.
24. The tendering agency shall be liable for depositing all taxes, levies, cess etc. on account of service rendered by it to the INSTITUTE to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
25. Any loss, theft or damage to the life and/or property of the employees of the IARI and/or property of the IARI shall be compensated by the contractor/agency if the cause of such loss, theft or damage is on account of default, negligence and/or lapse of the personnel deployed by the contractor/agency.
26. In case of breach of any terms and conditions attached to this contract, the security deposit of the contracting agency will be liable to be forfeited by the INSTITUTE besides annulment of the contract.
27. The terms and conditions as stipulated in the tender documents and enclosed herewith, shall be part of the agreement which shall be executed between the IARI and successful bidder/ contracting agency.

LIQUIDATED DAMAGES CLAUSES:

1. In case of non-satisfactory work noticed by the Competent Authority, IARI, an amount equivalent to two days of contract amount subject to a minimum of Rs. 1000/- will be levied as liquidated damages per day apart from penalty. Whenever and wherever it is found that the work is not up to the mark in specified point /area it will be brought to the notice of the supervisory staff of the firm by IARI and if no action is taken within **one hour** liquidated damages clause will be invoked.
2. The Firm will not charge placement charges and /or on any other account from the manpower deployed at the IARI. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at a later stage, reports are received that the Contractor/Contracting Firm has charged the guards/manpower on any account.
3. Any misconduct/misbehaviour on the part of the guards/manpower deployed by the agency will not be tolerated and such persons will have to be replaced immediately.

PENALTY CLAUSE:

1. If the number of worker (s) are found less than the minimum required under the contact a penalty of Rs.500/- per worker per day will be deducted from the bill.

Not with-standing anything above, the Director, IARI reserves the right to reject any or all tenders in whole or in part without assigning reasons therefore. The decision of Director, IARI shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.

IN WITNESS whereof the parties have executed those present on the day, month and year as mentioned above.

-IARI)

1.

2.

To
The Head
Division of Genetics,
IARI, New Delhi-110012

Sir,

I/We wish to submit our Tenders for THE “**JOB WORK CONTRACT FOR OUTSOURCING OF VARIOUS FIELD, Farm and Lab. OPERATIONS/ SERVICE/WORK in the Division of Genetics and Seed Science and Technology, IARI New Delhi-110012**” ” on the following rates.

**FINANCIAL BID
Annexure-I**

Financial bid may be submitted online as per BOQ

Taxes, if any specifically be mentioned.

Before quoting the rates vendors are required to visit the Division to acquaint themselves with the volume of work.

Note:

1. The contractor has to quote the rate of service charges either in percentage or lump-sum as per his convenience, but the same should be rationale & countable failing which his/her offer may not be considered.
2. The contractor will have to provide documentary proof towards the deposit of amount in EPF/ESI department as statutory liability to process his bill for reimbursement/payment.

I/We agree to forfeit of the EMD/Performance Security if I/we fail to comply with any of the terms and conditions in whole or in part laid down in the Tender Document. We have carefully read the terms and conditions of the Tender Document and are agreed to abide by these in letter and spirit.

Signature_____

of the firm

Name & Address

Mobile No. :

Phone No.

Email:

Note:

1. Any overwriting/cutting in figures will not be accepted. Taxes, if any specifically be mentioned inclusion or exclusion. I/we agree to forfeit of the earnest money if I/we fail to comply with any of the terms and conditions in whole or in part laid down in the Tender form. We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit.
2. The bids of the bidder quoting 'NIL' service charges shall be treated as non-responsive as per GOI MOF O.M.29(1)2014-PPD dated 28.1.2014.
3. The Service to be charged by the service provider to be quoted separately which will be the criteria for selection of L-1 bidder and remains unchanged during entire term of contract. .
4. The service charges quoted should not be in percentage; otherwise same will be rejected.
5. Department will reimburse all statutory payments as applicable from time to time, in addition to the above payments. The bill to be preferred on a monthly basis. The firm should therefore enclose copies of challans, etc. towards statutory payments made by it for reimbursement.
6. In case of more than one successful lowest bidders (L-1) then work will be awarded to the firm on merit based on credentials of the firm to the satisfaction of Competent Authority's IARI, Pusa,

I/We agree to forfeit of the EMD/Performance Security if I/we fail to comply with any of the terms and conditions in whole or in part laid down in the Tender Document. We have carefully read the terms and conditions of the Tender Document and are agreed to abide by these in letter and spirit.

Signature _____
Name & Address of the Firm _____
Telephone No. _____
Mobile No. _____
E-mail _____

DRAFT SPECIMEN AGREEMENT

This agreement is made at (place)on (month/year)..... day of between Indian Agricultural Research Institute (hereinafter called IARI) through..... (designation of the competent authority in IARI)which term shall include its successors, assignees etc. on the first part and(name & address of the firm) (hereinafter called the firm) which term shall include its authorized representatives, successor, assignees etc. on the other part.

Whereas the IARI has decided to assign the annual job work contract for providing..... (nature of job) :.....at IARI, New Delhi-12 to the firm on the terms and conditions hereinafter contained.

NOW IT IS HEREBY AGREED by and between the parties hereto as follows:

1. This agreement shall come into force w.e.f.(date)..... and will remain in force for a period for one year but can be terminated by IARI by giving one calendar months' notice in writing of its intentions to terminate the agreement. The agreement can be renewed, on mutually agreed terms for one year.
2. The firm shall be responsible for annual job work contract for providing (nature of job)..... at (location).
3. The firm will provide full particulars of every worker deployed by it for providing the services and gate security purposes and get their character and antecedents verified from the police authorities.
4. All personnel posted at premises shall at all times and for all purposes be deemed to be employees of the firm and the IARI shall have no liability on this account in any manner.
5. That the Firm shall ensure that all persons deployed at IARI premises are of good character, well behaved and otherwise competent and qualified to perform the work for which they are deployed.
6. The IARI shall have the right to ask for the removal from its premises any personnel considered by them to be incompetent, disorderly or any other reason and such person shall not again be deployed without the consent of the IARI.
7. The manpower deployed by the agency should work as per the working days and timings of the IARI. No extra wages will be paid for attending office on weekends, holidays and late -sitting.
8. Wages to be paid to the contractual manpower will be as per Minimum Wages prescribed by Govt. of NCT of Delhi. Current wages and allowances will be as per Schedule III
9. Monthly consolidated charges for job/ work contract for providingservices at IARI is as per terms and conditions specified and scope of work as per Schedule-II in the tender document including all the taxes viz. service tax and other taxes as applicable will be paid to the firm by the Institute. The firm will raise a bill and the payment released by the Institute in the form of crossed cheque payment to the firm subject to satisfactory performance / delivery of contracted job / work/ services. Copies of documents such as deposit challan alongwith list of persons showing deposit of ESIC, EPF with the concerned agencies are also to be deposited with the bill.
10. The deduction of income tax from the bills of the agency will be made at source as per rates applicable from time to time.
11. In case of di IARI Regional Research Centre,te between the parties, the matter shall be referred to the sole arbitrator appointed by the Secretary, ICAR. The decision of the sole arbitrator shall be final and binding in any respect of any di IARI Regional Research Centre,te between the parties. Arbitration proceeding shall be governed by the Arbitration & Conciliation Act, 1996 as amended from time to time.
12. That the firm shall provide uniform to its Security Personnel and will issue identity card to each of the workers engaged for entry in IARI premises.

13. That the firm shall ensure the successful implementation of the terms and conditions of the agreement by proper control and supervision of the work.
14. That in case the firm fails to perform any of the terms and conditions of this agreement or commits any breach of the contract, IARI shall cancel the contract.
15. That the firm agrees to discharge all their legal obligations in respect of their workers in respect of their wages and services conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time, viz. obligations under Contract labour (Regulation & Abolition) Act, 1970, Employees Compensation Act, 1923, E.P.F., E.S.1. & M.P. Act, 1952 etc. Firm agrees to indemnify and keep indemnified the IARI on account of any failure to comply with the obligations under various laws or damage to IARI due to acts/omissions of Firm.
16. It is also agreed that under no circumstances, the employees/ workmen of the firm shall be treated, regarded or considered or deemed to be the employees of the IARI and the firm alone shall be responsible for their remuneration, wages and other benefits etc. Firm shall indemnify and keep indemnified the IARI against any claim that it may have to meet towards the employees/ workmen of the firm. Firm's employees/workmen shall have no claim to absorption/regularization.
17. The contract is subject to the conditions that the firm shall comply with all the laws and bye-laws of Central Govt./ State Govt. / NCT of Delhi as applicable relating to this contract.
18. In case of any loss or damage to the property of the Institute which is attributable to the firm, the full damages will be recovered from the firm as decided by Institute.
19. The firm shall not transfer its right or sub- contract to anyone else.
20. The firm or its workers shall not misuse
21. the premises allotted to them for any purpose other than for which contract is awarded.
21. The firm shall devote its full attention in service to ensure highest quality in all aspects and discharge its obligations under the contract with trust, diligence and honesty.
22. Compensation to the workers in case of any accident, loss of life during discharge of their duties shall be borne by the firm and not by Institute in any manner.
23. There may be frequent surprise checking by an Officer. Shortcomings, if any, pointed out by him shall be rectified by the contractor within 24 hours of its bringing to his notice.
24. The firm shall provide a Co-ordinator for immediate interaction with the organisation.
25. The terms and conditions as stipulated in the tender documents and enclosed herewith, shall be part of the agreement.
26. The Service charges, to be quoted by the Bidders, should be inclusive of all other expenses required for the day-to-day services (viz. Transportation, Uniform etc.)
27. The Service charges, to be quoted by the Bidders, shall remain firm/unchanged during the entire contract and no request, on whatsoever ground, shall be considered for any increase in the service charges.

UNDERTAKING

I/We have read and understood IARI's General Terms and Conditions contained in the application form. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any mis-representation of facts will render me/us liable to any action as may be deemed fit by INDIAN AGRICULTURAL RESEARCH INSTITUTE.

I/We do hereby also accept that IARI have the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to IARI any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of government including Central Vigilance Commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize IARI to approach individuals, employees, firms and corporations to verify our competence and general reputation.

Signature:.....

Name:.....

Designation:.....

Address:.....

Place:.....

Date:.....