

**PROFORMA Sr. No.**

**CCS HARYANA AGRICULTURAL UNIVERSITY, HISAR**

PROFORMA FOR SUBMISSION OF TENDERS FOR EXECUTION OF THE  
CONTRACTUAL WORK FOR SERVICES RELATED TO FARM WORK

Name and address of the Deptt.: Pulses Section, Dept. of G&PB, CCS HAU, Hisar

Affix a  
passport

Size

Photo

**DETAILS OF JOB WORK FOR THE PERIOD OF NOVEMBER, 2022 to DECEMBER, 2022**

<b>Sr. No.</b>	<b>Name of the operation</b>	<b>Total Area (acres)</b>
1.	Field preparation, corner digging and planking of Chickpea, Fieldpea, Lentil	26.5
2.	Pre sowing irrigation of Chickpea, Fieldpea, Lentil	26.5
3.	Seed cleaning and preparation of seed of Chickpea, Fieldpea, Lentil	-
4.	Layout & sowing with hand plough of fieldpea, Chickpea & Lentil	26.5
5.	Spraying of weedicide after sowing in Chickpea, Fieldpea, Lentil	26.5
6.	Thinning of Chickpea, Fieldpea, Lentil	26.5
7.	Hoing with kasola (Thrice) of Chickpea, Fieldpea, Lentil	26.5
8.	Spraying of insecticide in pigeonpea (Thrice)	7.5
9.	Crossing in pigeonpea	-
10.	Harvesting & threshing of pigeonpea	0.38
11.	Single plant harvesting and threshing of pigeonpea	500 plants
12.	Miscellaneous (Lawn cleaning, pucca channel side cleaning, water drain cleaning, etc)	-
13.	Drying/cleaning of store and other miscellaneous work	
14.	Application of Fertilizers in wheat/Barley/sarson	10
15.	Hoing and weeding with Kasola in wheat/Barley/Sarson fields	10
16.	Hand weeding in wheat/Barley fields	10

**Duration of the contract** : November, 2022 to December, 2022  
**Earnest money** : Rs. 18,219/- (2% of the estimated cost)  
**Date of opening of tender** : 02.12.2022 at 3.00p.m.  
**Date of completion** : December 31, 2022  
**Estimated cost of all operations** : Rs. 910936/-  
**Income Tax @ 2%** : Rs. \_\_\_\_\_  
**Contractor charges** : Rs. \_\_\_\_\_  
**Total** : Rs. \_\_\_\_\_

Certified that the work will be done as per the satisfaction of the authority and I will abide by all the rules, terms and conditions of the tender for execution of the contractual job work as per the circular/Notice.

It is also certified that none of my relative is employed in CCS, HAU, Hisar at present.

**The earnest money is being deposited vide No. \_\_\_\_\_ dated \_\_\_\_\_**  
**for Rs \_\_\_\_\_**

Signature

Name: \_\_\_\_\_

Address: \_\_\_\_\_

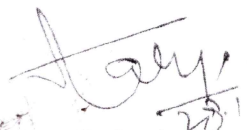
\_\_\_\_\_  
\_\_\_\_\_

Tel. Phone No./ Mobile No. : \_\_\_\_\_

### Terms and conditions of the tender:

- 1) Tenders form can be obtained from the Head, Pulses Section, CCS HAU, Hisar up to 11.00 a.m. on 02.12.2022 and can be deposited up to 1.00 p.m. on 02.12.2022. Tenders will be opened to him/committee on 02.12.2022 at 3.00 a.m. in office of undersigned in the presence of such tenderers and their agents who may like to present. Tenders must be sent by post in a sealed envelope by due date or delivered in person by the tenderers or their agents to the Head (Pulses), Department of Genetics & Plant Breeding, CCSHAU, Hisar. Tenders must be prescribed on the envelop as "Tenders for the Farm work Pulses Section, Department of Genetics and Plant Breeding, CCSHAU, Hisar. On the envelope tender's address be also given as from (with name and address of the quote) on the other side of the envelop.
- 2) Earnest money amounting to Rs. 18219/- or as per rule must accompany each tender in the shape of National Plan Certificate/deposited at call receipt/draft of any schedule bank at Hisar and each tender is to be sent in a sealed cover super scribed "Tender for the Farm work" and addressed to the Head, Pulses Section or Head, Deptt. of Genetics & Plant Breeding, CCS HAU, Hisar. Tenders not accompanied with earnest money will not be considered.
- 3) Conditional tenders are liable to be rejected.
- 4) The contractor should have license and valid registration with Distt. Labour Commissioner for agricultural work.
- 5) Seeing the technical work, contractor with experience of **research related agricultural field work** of at least **five years** in a Govt./university departments is eligible to apply for the tender.
- 6) Contractor shall be required to sign the contract agreement on the bond paper of Rs. 15/- on the prescribed form within ten days of the intimated 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.
- 7) Income tax @ 2 % to be deducted from the bill(s) at source.
- 8) The acceptance of the tender will rest with Head, Pulses who does not bind himself to accept the lowest tender.
- 9) The contractor will have to execute the job within the given time and no request for extension of time shall be entertained except in unforeseen circumstances.
- 10) Payment will be made after completion of the job satisfactorily on monthly basis.
- 11) 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.
- 12) In case of any loss due to negligence of contractual workers the contractor shall be responsible to make full loss to the HOS (Pulses), failing which the amount of loss shall be recovered/adjusted from earnest money.
- 13) It will be the sole responsibility of the contractor to compensate the labour on account of injury, loss of life.
- 14) The contractor shall be required to provide agril. implements i.e. Kassi, Kasola and Dranti, etc.
- 15) It will also be the responsibility and liability of the contractor to adhere to the provisions of the ESI and Provident Fund Act and in case they are not followed properly, he himself will be responsible for it.
- 16) 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.
- 17) The university reserves the right of supervision. Transport for transporting labour will not be provided by the university.
- 18) The contractor should not use insulting language against any work man.
- 19) Contractor must issue attendance card to each workman employed by him in connection with field operational work that record pertaining to the attendance of workmen should be in the notice of workmen.

- 20) As per provision in the Contract in the Contract Labour Act, 1970 the contractors shall be responsible for the payment of wages as per DC 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) While inviting tender from deployment of workmen through contractors the directions may be given to contractors should give break up to wages PF and ESI in the tender to be offered by them pertaining to field operation work. In case the contractors do not threes instructions, the Principal Employers should not accept tender from them.
- 22) The parties may visit the site and contact the Head, Pulses Section, CCS HAU, Hisar for this purpose before their tenders.
- 23) In case of any dispute between the parties the same will be referred to the arbitration for the Vice-Chancellor decision shall be final. The provisions of Indian Arbitration Act shall apply to these proceedings.
- 24) The contractor will submit the copy of challan regarding PF, ESI to the principal employer.
- 25) If the contractor employs 20 or more than this in a particular contract then he should obtain licence from the department and submit the same to the Principal Employer. Likewise getting registration by the Principal from the Labour department is essential as provided under the Contract labour regulation and abolition Act.
- 26) Workers are paid the minimum wages at least as provided under the minimum wages Act.
- 27) Wages slips are issued regularly to the workers by the contractors.
- 28) Photocopy of Pan Number/service tax registration number will be added by the Contractor.
- 29) The workman deployed through the contractors for field operational work may be paid the minimum wages as per provisions contained under wages act and provision or working hours may be fixed for them. EPF Provident Fund also be followed strictly by the contractors. The workmen may also be paid minimum wages well in time every month besides to issue wages slip to them.
- 30) Relatives of the university employees are not allowed to do job on contract work. Contractor shall produce Registration No., if any from service tax authority.
- 31) Service tax, if any will be paid by the contractor.
- 32) Only one party (Contractor) will be allowed to take entire contractual work.

  
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