

DEPARTMENT OF FORESTRY, CCS HARYANA AGRICULTURAL UNIVERSITY, HISAR- 1250 04

NOTICE FOR INVITING TENDERS FOR THE EXECUTION OF THE CONTRACT WORK

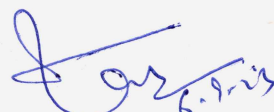
1.	Name and address of the office/Department	Forestry, CCS HAU, Hisar
2.	Job description and other related Activities/operation (in detail) on Contract basis	<p>Preparation of mixture for filling of poly bags. Filling of poly bags (2500) and sowing of seeds of different tree species. Loading and unloading of sand (3 trolleys) from Balsamand Research Farm to Forestry Nursery CCS HAU, Hisar. Loading and unloading of FYM (3 trolleys) from Animal Science LUVAS to Forestry Nursery, CCS HAU, Hisar. Maintenance and care of seedlings of different tree species in poly bags in nursery and green house. Management of ornamental plants, grass, hedge etc. in nursery and research farm area. Maintenance and care of already established plantation in nursery. Filling of pond at nursery through pipe line from LUVAS VC's residence. Filling with water of water tank in front of research farm building through tube well in the month of October, 2023.</p> <p>Maintenance and care of seedlings of different tree species in poly bags in nursery and green house. Management of ornamental plants, grass, hedge, etc. in nursery and research farm area. Maintenance and care of already established plantation in nursery. Filling of pond at nursery through pipe line from LUVAS VC's residence. Filling with water of water tank in front of research farm building through tube well. Installation of net on green house in forestry nursery in the month of November, 2023</p> <p>Preparation of mixture for filling of poly bags. Filling of poly bags (2500). Loading and unloading of sand (3 trolleys) from Balsamand Research Farm to Forestry Nursery, CCS HAU, Hisar. Maintenance and care of seedlings of different tree species in poly bags in nursery and green house. Management of ornamental plants, grass, hedge etc. in nursery and research farm area. Maintenance and care of already established plantation in nursery. Filling of pond at nursery through pipe line from LUVAS VC's residence. Filling with water of water tank in front of research farm building through tube well in the month of December, 2023</p>
3.	Duration of contract & Date of completion	From October 2023 to December 31, 2023
4.	Estimated cost	Rs.1.58,000/-
5.	Earnest money	Rs. 3160/-
6.	Date of opening of tenders	27.09.2023 at 11.00 A.M.

TERMS AND CONDITIONS OF THE TENDER

Tender quotations with copy of receipt of tender-form-cost will be received by the HOD, Forestry up to **26.09.2023 at 4.30 P.M.** and will be opened by the Tender Opening Committee on **27.09.2023 at 11.00 A.M.** in the office of HOD, Forestry in the presence of such tenderers who may like to be present. **Tenders must be super subscribed on the envelope with job description, name and address of the quote on the envelope.**

- Earnest money @2% of the estimated cost i.e Rs. 3160/- must be accompanied with each tender in the shape of National Plan certificate/Demand Draft of any scheduled bank at Hisar and each tender to be sent under sealed cover. Tenders not accompanied with earnest money in the shape mentioned above shall not be considered and amount shall be refunded on the same day in case of the non-acceptance of the tender. Tender application fee is Rs. 100/-
- Conditional tenders are liable to be rejected.
- The contractor shall be required to sign the contract agreement on the non-judicial bond paper of Rs. 15/- on the prescribed form within ten days from the intimation of the acceptance of the tender. Failure of the same, the contract money shall be forfeited and may result into invalidation of contract.
- The tenderer should be license holder for carrying out the assigned work. (Enclose self attested copy of the License/Registration of Contractor/Firm from competent authority/Labour Department).
- The acceptance of the tenders will rest with HOD Forestry, CCS HAU, Hisar who does not bind himself to accept the lowest tender and reserves to himself 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.
- Income Tax applicable will be deducted from the bill(s) at source.
- 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.
- Tender shall be submitted with earnest money, Registration number, Copy of Labour licence for labour supply in agriculture field from Labour Department, PAN No., ESI. No., PF. No., satisfactory work experience certificates and other related information if any as per rules.
- Each tender is to be sent in a **sealed cover super scribed: - "Tender for Job work of Farm operation" and addressed to Head, Forestry, CCS HAU, Hisar.**
- The contractor will have to execute the job within the given time and no request for extension or time shall be entertained except in unforeseen circumstances.

11. In case of any loss due to negligence of contractual workers, the contractor shall be responsible to make good loss to the, failing which the amount of loss shall be recovered/adjusted from earnest money. Contractor will be liable to pay an appropriate fine as assessed if work is not completed/ delayed.
12. It will be whole 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 the time being. The University will in no way be responsible for such loss.
13. It will also be 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.
14. In case of breach of terms and conditions of the contract or any of them, the contract shall be cancelled and contractor blacklisted. The remaining job shall be got done at the risk and cost of the contractor who has defaulted.
15. Transport for transporting labour will not be provided by the University.
16. The parties may visit the site and contact, Head (Forestry) CCS HAU, for this purpose before submitting their tenders.
17. The contractor should not use insulting language against any work man.
18. Contractors will give break up of wages, PF and ESI in the tender to be offered by them pertaining to field operational work. They may obtain the PF and ESI code from competent authority.
19. It will be sole responsibility of contractor to supply copy of challan regarding PF/ESI.
20. If, contractor employes more than 20 labour in a particular contract, then he should obtain licence from Labour Department and submit the same to the Principal Employer. Enclose a photocopy of licence along with tender offered.
21. Contractor should obtain license from Labour Department for supply labour in agriculture field and submit the same to the Principal Employer.
22. The tenders of contractors having PF, ESI code may be accepted in response to tender notice and in case the contractors do not have any code they should obtain the code from the competent authority.
23. Relatives of the University employees are not allowed to do job contract work. The contractor certify in his quotation/tender that no other member of his family has quoted rates for this work. A passport size photo of the contractor must be accompanied/pasted on the contractual form.
24. Payment will be made after the completion of job satisfactorily on monthly basis.
25. 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 will in no way be responsible for it any manner.
26. In case of any loss due to negligence of contractual workers, the contractor shall be responsible to make good loss to the HOD, Forestry failing which the amount of loss shall be recovered /adjusted from the earnest money.
27. 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.
28. The contractor shall be provided agricultural implements for related job. He will have to work as per the instructions given by the HOD/ In-charge field staff/Agriculture Inspector.
29. It will also be responsibility and liability of the contractor to adhere to provisions of the Service Tax, ESI and Provident Fund Act and in case, they are not followed properly, he himself will be responsible for it.
30. In case of breach of terms and conditions of the contract or any of them, the contract shall be cancelled and the contractor will be black listed. The remaining job shall be got done at the risk and cost of the contractor, who has defaulted.
31. The University reserves the right of supervision.
32. In case of any dispute, the Controlling Officer concerned will act as Arbitrator. His decision shall be final. The provision of Indian Arbitration Act shall apply to these proceedings.
33. The contractor shall be responsible to make the payment to the workers as per DC rates revised from time to time. The payment will be made by the University on monthly basis to the contractor on the basis of satisfactory service certificate by the user. However, in case of the revision of rates the University will be liable to pay to the contractor the difference in the rates.
34. The service provider will be bound to abide by the following provisions strictly with respect to workers:
 - a. Workers are paid wages by 7th of every month strictly as per DC rates by cheque
 - b. Workers are paid at least minimum wages as provided under Minimum Wages Act and working hours may be fixed for them.
 - c. Wages slips will be issued regularly to the workers by the service provider.
35. The contractor will comply with the instructions issued by the State Government vide No. 43/5/2001-IGSI dated 16.02.2009 and No. 43/5/2001-03 GS-II dated 20.02.2014 and adopted by this University vide memo No. Admn.R-1/2032-2200 dated 24.02.2010 and No. Admn. R-1/5655-5779 dated 19.04.2014 where ever applicable.
36. The tender can be further extended upon satisfactory work by the contractor if required.

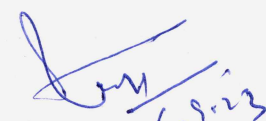

Professor & Head

No. Forestry/2023/ 2089-2139

Dated: 06.09.2023

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

1. All Deans/Directors/Officers of the University, CCS HAU, Hisar
2. Notice Boards, CCS HAU, Hisar
3. The Incharge Computer Section COBS&H is requested to upload the same on HAU website.


6-9-23

Professor & Head

Incharge Computer Section