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|  <p>भाकृअनुप ICAR</p> | <p>भाकृअनुप- प्याज एवं लहसुन अनुसंधान निदेशालय राजगुरुनगर, पुणे- 410505 (महाराष्ट्र) ICAR - Directorate of Onion and Garlic Research Rajgurunagar, Pune-410505 (Maharashtra) Phone No.(02135) 222026, Fax: (02135) 224056, Email: director@dogr.res.in</p> |  <p>प्या ल अरु नि DOGR</p> |
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प्याज एवम लहसुन अनुसन्धान निदेशालय राजगुरुनगर, पुणेके राजगुरुनगर मुख्य स्थल और मांजरी क्षेत्र पर क्षेत्र संचालन कार्य के लिए निविदा फॉर्म -

महत्वपूर्ण बातें:-

1. निविदा दस्तावेज फार्म का मूल्य रुपए 500/- (पांच सौ) मात्र है।
2. निविदा दस्तावेज खोलने का स्थान प्याजएवम लहसुन अनुसन्धान निदेशालय राजगुरुनगर, पुणे का सम्मेलनकक्ष है।
3. निविदा अनुसूची का विवरण इस प्रकार है:

| डी.ओ.जी.आर. में निविदा फार्म की बिक्री का प्रारंभ | आवेदकों के साथ निविदा पूर्व बैठक | निविदा फार्म के जारी करने की अंतिम तिथि | डी.ओ.जी.आर. में निविदा फार्म जमा करने की अंतिम तिथि | डी.ओ.जी.आर. में निविदा खोलने के लिए तिथि और समय |
|---|----------------------------------|---|---|---|
| 15/12/2014 1000 से 1600 बजे तक | 29/12/2014 1400 बजे | 12/01/2015 1600 बजे तक | 14/01/2015 1300 बजे तक | 14/01/2015 1400 बजे |

4. आवश्यक बयाना जमा राशि (ई.एम.डी.) का विवरण

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| राजगुरुनगर, कालूस एवं मांजरी प्रक्षेत्र परप्रक्षेत्र संचालन कार्य। यदि दोनों क्षेत्रों के लिए आवेदन किया है। | 60000.00 |
| आवश्यक बयाना जमा राशि (ई.एम.डी.) यदि केवल राजगुरुनगर प्रक्षेत्र के लिए आवेदन किया है। | 50000.00 |
| आवश्यक बयाना जमा राशि (ई.एम.डी.) यदि केवल मांजरी प्रक्षेत्र के लिए आवेदन किया है। | 10000.00 |

Tender for field operation work at Directorate of Onion and Garlic Research, Rajgurunagar and Manjari centre.

Important Points:-

1. Cost of Tender Document Form is Rs. 500/- (Five Hundred) only.
2. Place for opening of Bids is Conference Room of DOGR Rajgurunagar, Pune.
3. Tender schedule is as follows:

| Start of sale of tender form at DOGR | Pre-bid meeting with bidders | Last date for issuing of tender form from the centre | Last date for submission of tender form at DOGR | Date & time for opening of tender at DOGR |
|--------------------------------------|------------------------------|--|---|---|
| 15/12/2014 1000 to 1600 hrs. | 29/12/2014 at 1400 hrs. | 12/01/2015 upto 1600 hrs | 14/01/2015 upto 1300 hrs | 14/01/2015 at 1400 hrs |

4. Required EMD amount detail is as follows:

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|---|----------|
| Field Operation work at Rajgurunagar & Manjari sites if applied for both the sites. | 60000.00 |
| EMD Required, if applied for Rajgurunagar site only. | 50000.00 |
| EMD Required, if applied for Manjari site only. | 10000.00 |

पत्राचार हेतु पता/Address for communication:-

निदेशक / The Director

प्याज एवम लहसुन अनुसन्धान निदेशालय / Directorate of Onion and Garlic Research
राजगुरुनगर, पुणे, महाराष्ट्र - 410505 / Rajgurunagar, Pune, Maharashtra- 410 505

दूरभाष /Phone No. (02135) 222026, फैक्स /Fax: (02135) 224056,

ई मेल /Email: director@dogr.res.in

वेबसाईट/ Website - <http://www.dogr.res.in>

भाकृअनुप - प्याज एवं लहसुन अनुसंधान निदेशालय / ICAR - Directorate of Onion and Garlic Research

राजगुरुनगर, पुणे- 410505 (महाराष्ट्र) / Rajgurunagar, Pune-410505 (Maharashtra)

Phone No. (02135) 222026, Fax: (02135) 224056, Email: director@dogr.res.in

Invitation to tender and instructions containing general terms and conditions governing contract for Annual Job Contract for Field Operation Work at Rajgurunagar & Manjari site.

From:-

The Director

Directorate of Onion and Garlic Research

Rajgurunagar, Pune- 410 505, (MS)

To:-

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Dear Sir,

On behalf of the Secretary, Indian Council of Agricultural Research, New Delhi Sealed Tenders are hereby invited for "Annual Job Contract for Field Operation Work" at Rajgurunagar & Manjari centre under DOGR, Rajgurunagar, Pune (Maharashtra).

Details given in Annexure:-

The terms and conditions of the contract which govern the contract to be made are those contained in the General conditions of contract applicable to the contract placed by the DOGR and the special terms and conditions detailed in the tender forms and its schedules. Please submit your tender form if you are in position to provide the requisite services in accordance with the requirements stated in the attached schedules.

1. The tender form may be purchased from 15/12/2014 to 12/01/2015 upto 1600 hrs on the submission of a written application to this office and upon payment of non-refundable fee of Rs.500 (Rs. Five hundred only) in the form of cash or Demand Draft drawn on State Bank of India, Rajgurunagar branch in favour of **"ICAR Unit DOGR, Rajgurunagar"**. The tender form may also be downloaded from DOGR Website (www.dogr.res.in) and must be submitted along with a Bank DD of Rs. 500/- (Five hundred only).
2. An earnest money of **Rs. 60,000/- (Sixty thousand only) for both the sites, Rs.50,000/- (Fifty thousand) if applied for Rajgurunagar only, and Rs.10,000/- (Ten thousand) if applied for Manjari site only**, must be deposited in the form of Demand draft drawn in favour of **ICAR, UNIT DOGR** payable at State Bank of India Rajgurunagar Branch. The particulars of the earnest money deposited must also be superscripted on the top of the envelope indicating the draft number and date. The Tenders will not be considered if earnest money is not sent with the tender. The EMD would be refunded to the unsuccessful bidders after finalization of the tender. In case of successful bidder, it may be adjusted towards Security Deposit as per rule.
3. The Tenderer is being permitted to give tenders in consideration of the stipulations on his/her part that after submitting his/her tender, he/she will not refuse from his/her offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation, the aforesaid amount of EMD will be forfeited by the DOGR. In the event of the offer made by the tenderer not being accepted by DOGR, the amount of earnest

money deposited by the tenderer will be refunded to him/her after he/she has applied for the same, in the manner prescribed by the DOGR.

4. The tender must be submitted as per details given in Schedule- I & II.
5. The Schedule I & II of the tender form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page 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 tender.
6. 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 is not fulfilled. Only Proprietor/Director of the agency/Pvt. Ltd.Co. are permitted to participate in the tendering process.
7. If tenderer does not accept the offer, after issue of letter of award by DOGR/ICAR within 15 days, the offer made shall be withdrawn and Earnest money forfeited. In case of partnership firms, where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the tender and all the related documents must be signed by every partner of the firm. A person signing the Tender forms 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 DOGR/ICAR (Council) shall without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all costs and damages.
8. 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 dispute 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.
9. Interested firms should submit their proposal along with Demand Draft towards EMD in a sealed envelope superscribed as **Tender for:-"Annual Job Contract for Field Operation Work"** along with site name separately. Demand Draft towards EMD should be in favour of **"ICAR Unit DOGR, Rajgurunagar"**. Duly filled tender document should be dropped in the tender box kept at Admin. Office DOGR, Rajgurunagar, Pune. Last date for depositing the tender form is 14/01/2015 upto 1300 hrs.
10. The tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tender. The name and address of the representative who would be attending the opening of the tender on your behalf should be indicated in the tender. Please also state the name and address along with telephone nos. of your permanent representative, if any.
11. Successful tenderer will have to enter into a detailed contract agreement with DOGR on non-judicial stamp paper of appropriate value for the job work. The contractor will be bound to follow all the terms and conditions in letter and spirit as mentioned in the agreement.
12. All the disputes are subject to Rajgurunagar Jurisdiction.

Administrative Officer

General Information and other terms & conditions of the Contract

1. SERVICES REQUIREMENT:-

Services are required for field operation work at this Directorate for Rajgurunagar & manjari sites on job contract basis. The complete detail of the works to be carried during the year is mentioned in the Annexure-I. The agency shall be responsible for deployment of labours as per the requirement of the centre incharge; in this regard the contractor/supervisor will consult the farm Incharge of concerned centre every day for next day's programs. The agency shall be responsible to carrying out all the field operations strictly as per the instructions of farm Incharge or the official nominated by the Director of this centre.

2. ELIGIBILITY CONDITIONS:-

The following documents/vouchers are required to be enclosed with the Tender form which is the terms and conditions of the Tenders document.

1. A valid registration certificate of the firm under work contract of the Appropriate Authority (Registration under Shop Act & Establishment Act 1948, Mumbai/ The Indian Companies Act, 1956 or any other Act)
2. Experience of the firm in the field of providing such services in Central Govt. establishment/Autonomous bodies of Govt. of India/Corporates of Govt. of India/reputed public or private organizations.
3. Certified balance sheet of the firm for the previous years of the service contract by the Chartered Accountant.
4. The certificate of registration under ESI & EPF and existing labour license (If applicable).
5. Income Tax Permanent Account Number allotted by the Income Tax department.
6. If Labour License is not available with the firm, the contractor shall obtain the labour license under the Labour Act within 30 days after assigning the job contract.
7. The firm should have solvency certificate of Rs. 25 lakh (20 for Rajgurunagar & 5 for Manjari) from their banker.
8. A certificate to the effect that the firm has not been black-listed by any Govt. Office/ Institute / ICAR for any reason.
9. No. of employees on the pay roll of the firm during the last two years (documentary proof should be submitted).
10. Only those firms who qualify in the Technical Bid will be considered for financial bid.
11. Successful Tenderer will have to enter into a detailed contract agreement with Institute on Non-Judicial Stamp Paper of appropriate value for the work at his own cost.

3. TERMS OF THE CONTRACT:-

Initially the term of the contract will be for one year. On the expiry of the contract or its termination, the Director DOGR reserves the right to renew the contract on monthly/yearly basis on the terms and conditions that may then be mutually agreed upon. The contractor is advised to have a complete survey of this Office before offering rates and also attend the pre bid meeting.

4. MODE OF PAYMENT:-

The agency shall submit monthly bills for the job performed during the preceding month along with proof of contribution made for ESI/EPF, wages disbursement to labour deputed under the contract. The Payment should be made to labour regularly and in time by the Contractor in presence of a DOGR representative. This office shall make payment directly to the firm's Bank account by the mode of RTGS/NEFT. However taxes which are as per the rules of the Govt. /Govt. Department shall be deducted at source from the monthly bills of the Firm/Contractor.

5. SECURITY DEPOSIT:-

An amount equivalent to 10% of the total contract value shall be deposited as Performance Guarantee/security money in the form of Demand Draft within one month from the award of the contract. The Performance Guarantee/security money shall be refunded to the contractor only after satisfactory completion of the contract or adjust any damages or loss of property etc. caused by the personnel deputed by the agency. No interest will be paid on the security money deposited with this Office.

6. WORKSMENS COMPENSATION:-

If during the currency of the contract agreement any person out of those engaged by the agency/contractor got injured for become disable while performing their duty and the injury or disablement causes the liability of such payment to such workers under workmen compensation Act 1923 (as amended time to time)shall rest with the agency/contractor. The agency/contractor will have to abide by the terms and conditions laid down for such contracts as per the contract labour (regulation and abolition) Act 1972 of Govt. of India. This Directorate will not bear any liability on this account.

7. TERMINATION:-

The contract can be terminated by giving one month's notice on either side and that any notice required to be served shall be sufficiently served on the parties if delivered to them personally or dispatched by the address herein given under registered post. DOGR will have no responsibility for any loss/damage caused to them. If any point of time the services of the firm are not found satisfactory the Director, DOGR reserves the right to terminate the contract immediately and the security money will be forfeited.

8. PENALTY CLAUSE/ LIQUIDATED DAMAGES CLAUSE:-

1. An amount of Rs. 1000/- will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark in any Section. It will be brought to the notice of the supervisory staff of the firm by DOGR, and if no action is taken within one hour liquidated damages clauses will be involved.
2. Any misconduct/ misbehavior on the part of the manpower deployed by the agency will not be tolerated and such persons will have to be replaced immediately.
3. If the required number of workers/supervisor are less than the minimum required as a penalty of Rs. 1000/- per worker per day will be deducted from the bill.

In case of any loss or damage done to the property of this Office by the personnel provided by the agency for the said work at DOGR, Rajgurunagar, full damage will be recovered from the agency and decision of the Director, DOGR, Rajgurunagar, shall be a binding on the agency.

Note:-

The technical bids and financial bids may be submitted in separate envelopes to be sealed and put in a main cover. All the pages of tender document must be signed and all the blanks in tender forms must be filled.

Administrative Officer

GENERAL CONDITIONS.

1. The contract is subject to the conditions that the firm shall comply with all the laws and by laws of Central Govt. as applicable relating to this contract.
2. 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 diligently and honestly".
3. The Contractor will have to provide all prospects clothing and other items to the labours deployed by him for safety from insecticides fungicides and snake bites etc. In case there is any such incidence with any labour the contractor will be fully responsible to pay compensation to the labours and this office will not be responsible in any way.
4. The firm/contractor is liable to deposit all applicable taxes i.e sales tax/ service tax/ Proficiency tax into the Govt.account as per the order issued by Govt. of India/Maharashtra and shall follow all rules and regulation at specified in CL-(RA) Act 1972 (MS).
5. The agency shall be responsible for the payment of minimum wages (including VDA, PF, ESIC/WC Policy & Bonus) to the labours deployed by him as find fixed from time to time by the Assistant labours commissioner (Central) Pune (GOI).
6. The contractor shall indemnify and keep indemnified the DOGR from any claims, loss or damages/ accident of workers that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director, DOGR shall be final and binding on the contractor.
7. The agency shall obtain license from the office from assistant labour commissioner (Central), Pune, if the guards are 20 or above. The workers provided by the agency under this contract will not be employee of DOGR (ICAR) and there will be no employer- employee relationship between DOGR (ICAR) and persons so engaged by the contractor in the aforesaid service delivery.
8. The agency shall render the services on job contract basis, which includes PF contribution, ESI contribution and any other statutory provisions and liabilities to be discharged by the agency.
9. Under no condition, ICAR/DOGR shall be made liable for additional monetary involvement besides that what has been mutually agreed upon.
10. The agency will discharge all legal obligations of their employees in respect of their wages and other 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 viz, statutory obligations under Contract Labour (Regulation & Abolition) Act 1970, Minimum wages Act, Workmen's compensation Act, EPF&MP indemnified this office from any claim, loss or damages that may be caused to this office on account of the agency's failure to comply with their obligations under the various law towards their staff/employees employed by the or any loss or damage to one part due to acts/omissions of other part.

11. The contractor should provide labour daily as per our requirement, which include both male and female keeping in view the nature of work. For driving the Office Tractor the Contractor must provide drivers having valid licence.
12. The agency agrees to get all the staff members and their employees insured against any liability arising under the workman's compensation act.
13. In case of any accident/ Loss of life of the workers during discharging duties compensation to be given to the workers, the same shall be borne by the firm.
14. It is further clarified that under no circumstances, the staff member and /or the workmen/employees or the security Agency shall be treated, regarded or considered or deemed be the employees of the ICAR/DOGR.
15. In case of any of the above contingencies, the office will have the right to terminate this agreement forthwith without notice and will not be liable to any damages and /or loss, which may be suffered by the Security Agency on account of termination of this agreement.
16. If any question or dispute arises between the parties or their representatives with respect to the meaning or effect of any caused of this agreement or about the rights of liabilities to the parties here to, then such a question or dispute shall be referred to the arbitrator and such arbitrator shall be appointed by the office. His award shall be governed by the provisions of Arbitration & Conciliation Act 1996 for the time being in force in Indian union and shall be binding on both the parties hereto.
17. Additional jobs or modifications in the job will be carried out with approval of the authorities of DOGR, Rajgurunagar.
18. The contract can be terminated at any point of time if the services of the firm are not found satisfactory and the security money will be forfeited. In such an event, the work of the Job Contract shall be got done from other source at the expenses of the defaulting firm. The contractor will comply with all the laws and bye laws of Central Govt. / State Govt. relating of this contract.
19. Director, DOGR reserves the right to curtail or terminate the period of contract or to extend its duration in the interest of the DOGR (Council), for any justifiable reasons, not mandatory to be communicated to the contractor.
20. It is expressly agreed/ understood that this office at its discretion will terminate the agreement in case of following contingencies.
 - a) If the agency fail to execute the work entrusted to the satisfaction for which this office shall be the sole judge.
 - b) If the agency fails to discharge their legal obligations towards the personnel employed at DOGR premises.
 - c) If the agency is not able to perform their part under this agreement for continuous period of ten days or more.
 - d) If the agency commits breach of any of the clauses of the agreement.
 - e) If the DOGR is required to pay any damages and /or compensation and/or any payment to their customer/visitors on account of any negligent action and/or misbehavior on part of the agency.
 - f) If the agency is unable to give proper account of tools, equipment's etc entrusted to them for their custody and fails to return when demanded for the execution of work under this agreement.

Administrative Officer

TENDER FOR ANNUAL JOB CONTRACT FOR FIELD OPERATION WORK
AT DIRECTORATE OF ONION AND GARLIC RESEARCH, RAJGURUNAGAR, PUNE, MAHARASHTRA

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| <p>Full Name &Address of the Tenderer in addition to Post Box No. if any, should be quoted in all communications to this office</p> <p>Telephone Nos. Landline/Fax/Mobile Email address:</p> | |
|---|--|

To
The Director,
Directorate of Onion and Garlic Research
Rajgurunagar, Pune-410505, Maharashtra

- Sir,
1. I/We have read all the particulars regarding the General Information and other terms and conditions of above said annual job contract at **Directorate of Onion & Garlic Research, Rajgurunagar, Pune, Maharashtra** and agree 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-II to this tender and I/we agree to hold this offer open till 90 days. I/ We shall be bound by a communication of acceptance dispatched within the prescribed time.
 2. I/We have understood all the terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
 3. The following pages have been added to and from a part of this tender_____ the schedule-I & schedule II to accompany this tender are at page no_____.
 4. Every page so attached with this Tender bears my signature and the official seal.
 5. Draft No_____of Rs. _____ drawn in favor of ICAR, UNIT DOGR and payable at SBI,Rajgurunagar, Pune is enclosed as earnest money required.

Yours faithfully,

Signature & Name
(With seal) of the tenderer

Witness Name.....
Phone No. & Home Address.....
Occupation & Office Address.....
Signature of witness to contractor's signature
Name & Signature of witness.....
Address.....

SCHEDULE TO TENDER

SCHEDULE- I:-TECHNICAL BID

| <u>PART-I</u> | | |
|---------------|---|--|
| 1. | Name of the Firm/Agency | |
| 2. | Full address with Post Box No. and Contact No. | |
| 3. | Constitution of firm/Agency. i) Indian Companies Act,1956 ii) Indian Partnership act,1932(Please give the name of partners) iii) Any other act, if any | |
| 4. | For partnership firm, whether registered or not registered under the Indian partnership act, 1932 please state further whether by the partnership agreement, authority to refer disputes, concerning the business of the partnership to arbitration has been conferred on the partner who has signed the tender. I. If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the tender to refer disputes concerning business of the partnership arbitration. II. If the answer to above is in point one and two the affirmative, please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partner. | |
| 5. | Name and full address of the Banker | |
| 6. | PAN Number | |
| 7. | Registration No. of the Firm, Please attach a copy of Licence granted under Sub-section (5) of Section 7 of the Private Security Agencies (regulation) Act, 2005. | |
| 8. | ESIC No. of firm | |
| 9. | EPF No. of firm | |
| 10. | Service Tax Registration No. | |

| | | |
|------------------------|---|--|
| 11. | Experience in no of years (Name and address of client department may be indicated in the separate sheet) | |
| 12. | Turnover of last three year (Certified copy be attached) | |
| 13. | Certified copy of Solvency certified to be attached. | |
| 14. | Registration with central labour commission | |
| <u>PART-II</u> | | |
| | Earnest Money Deposited Yes or No Details of the EMD:-Draft No. _____ Date _____ Drawn on Bank _____ | |
| <u>PART-III</u> | | |
| | Name and address of the firm's representative and whether the firm would be represented at the time of opening of the tenders | |

(Please add supplementary pages to be numbered wherever needed by the tenderer.)

The tender will remain open for acceptance up to 90 days from the date of opening of financial bid. The rates tendered will be valid for a period of one year from the date of acceptance of the rates.

To,
The Director,
Directorate of Onion and Garlic Research,
Rajgurunagar – 410 505, Dist- Pune.

Sir,

I/We wish to submit my/our tender for Annual Job Contract for field operation work at Rajgurunagar & Manjari centre as per detail provided in the section Services Requirement on page No5 on the following rates mentioned below.

I/We agree to forfeiture of the earnest money deposited by me/us in connection with this tender if I/We fail to comply with any of the terms and conditions in whole or in part as laid down in the Tender form. I/We have carefully read the terms and conditions of the tender and agree to abide by these in letter and spirit.

The tender will remain open for acceptance up to 90 days from the date of opening of financial bid. The rates tendered will be valid for a period of one year from the date of acceptance of the rates.

- Note:** (1.) List of farm operations given in annexure-II and area wise rates quoted by the tenderer, should be provided in the blanks of annexure-II.
(2.) Rates should be quoted unit basis as per detail given in annexure-II. These rates must include Basic, VDA, PF, ESIC/WC, Bonus and service charges of agency as per central labour commission act.
(3.) Any other terms and conditions that the tender(s) would like to specify form a part of this schedule only.

Yours faithfully

Signature & Name.....
(With seal) of the Tenderer

| Particulars of field operations | | Unit for which rates are to be quoted | Approx labour/unit required | Quoted rate in Rs. (inclusive of all taxes & charges) | |
|--|---|---------------------------------------|-----------------------------|---|---------|
| | | | | Rajguru nagar | Manjari |
| A-COMMON OPERATION FOR ALL CROPS | | | | | |
| (1) FIELD PREPARATION | | | | | |
| 1 | Loading, unloading and spreading of FYM | Brass | | | |
| 2 | Spreading of FYM | Brass | | | |
| 3 | Spreading of wheat/chickpea/soybean husk | Brass | | | |
| 4 | Loading, unloading and spreading of soil/sand/murum | Brass | | | |
| 5 | Lifting of stones and boulders from field premises | Tractor trolley | | | |
| 6 | Collection of stubbles after ploughing and harrowing and transport | Acre | | | |
| 7 | Collection of stubbles after seed umbel harvesting in Germplasm and seed crop and transport | Acre | | | |
| 8 | Assisting for tractor operation | Acre | | | |
| a | Ploughing | Acre | | | |
| b | Tillering /Harrowing | Acre | | | |
| c | Planking/leveling of land/green manuring crop | Acre | | | |
| d | BBF making | Acre | | | |
| e | Bund formation and channel making | Acre | | | |
| 9 | Preparation of flat beds of small sizes (1to1.5m x1 to1.5m) for germplasm, making channel and leveling them | Acre | | | |
| 10 | Preparation of flat beds of making channels and leveling them | Acre | | | |
| 11 | Shaping and leveling of BBF prepared by tractor | Acre | | | |
| (2) SOWING OF SEED IN NURSERY BEDS INCLUDING COVERING | | | | | |
| a | Sowing (Commercial) | Acre | | | |
| b | Sowing (Germplasm) | Acre | | | |
| (3) SPREADING OF DRIP LATERALS AND IRRIGATION | | | | | |
| 1 | Spreading of drip laterals pipes with loading, unloading and transporting to field with iron peg | Acre | | | |

| | | | | | |
|--|---|------|--|--|--|
| 2 | Installation of sprinkler irrigation pipes with loading, unloading and transporting to field including HDP and maintenance | Acre | | | |
| 3 | Surface irrigation for all crops including nursery, channels and running of motor pumps. | Acre | | | |
| 4 | Surface irrigation for small bed/ germplasm including nursery, channels and running of motor pumps. | Acre | | | |
| 5 | Irrigation all crop by drip and sprinkler system including maintenance for proper discharge and repair of bed damage during irrigation. | Hour | | | |
| (4) WEEDING | | | | | |
| 1 | First weeding including bunds and channels, crushing, weeds collection and transportation in all crops as 100% basis (Including organic experiment). | Acre | | | |
| 2 | Second and subsequent weeding, collection, crushing, transportation in all crops, including bunds and channels as minimum 50% basis and weed intensity. | Acre | | | |
| 3 | Weeding in fallow land and prepared beds before planting and transportations etc. | Hour | | | |
| 4 | First weeding of nursery including bunds and channels , crushing, weeds collection and transportations etc. | Acre | | | |
| 5 | Second weeding of nursery including bunds and channels, crushing, weeds collection and transportations etc. | Acre | | | |
| 6 | Weeding in standing crops between BBF bed | Acre | | | |
| (5) FERTILIZER APPLICATION, INCLUDING WEIGHING, LOADING FROM STORE, TRANSPORTATION, MIXING AND SPRAYING | | | | | |
| 1 | At sowing for all commercial crops | Acre | | | |
| 2 | NPK+organic (Neemcake/vermicompost) broadcasting before sowing/ transplanting | | | | |
| 3 | Top dressing in commercial crops (NPK+VC+NC) | Acre | | | |
| 4 | Top dressing in experimental crops (NPK+VC+NC) | Acre | | | |
| 5 | Application including mixing of organic manures (FYM/ Poultry manure/Vermi compost /Neem cake/Karanj cake) in organic experimental crops | Acre | | | |
| 6 | Spraying of weedicide/ fungicide/ insecticide/ other chemicals and pump maintenance (Manually) / Drenching | Acre | | | |

| | | | | | |
|---|--|---------------|--|--|--|
| 7 | Spraying of weedicide/ fungicide/ insecticide/other chemicals by Tractor HTP / Drenching | Acre | | | |
| 8 | Coiling/collection of Drip irrigation laterals, transporting, staking in store including acid treatment and peg collection. | Acre | | | |
| 9 | Coiling/collection of sprinkler irrigation pipes, transporting, staking in store including acid treatment. | Acre | | | |
| (6) BULLOCK DRAWN OPERATIONS | | | | | |
| 1 | Ploughing by bullock wooden plough (Bullock with man) | Acre | | | |
| 2 | Harrowing / Tilleving (Kulao) by bullock | Acre | | | |
| 3 | Sowing by bullock drawn drill. | Acre | | | |
| (7) DIGGING, SURFACING AND SHAPING | | | | | |
| 1 | Digging drainage channel/pits in soil area | Cubic feet | | | |
| 2 | Digging drainage channel/pits in murrum area | Cubic feet | | | |
| 3 | Surface digging in soil area (2 to 3 inches) | 100Sq.mt. | | | |
| 4 | Surface digging in murrum area (2 to 3 inches) | 100Sq.mt. | | | |
| 5 | Bund formation by bullock drawn implement | Acre | | | |
| 6 | Shaping of beds and channel after bund formation | Acre | | | |
| (8) OTHER WORKS | | | | | |
| 1 | Washing of plastic crates (Appro. 15-25kg. Cap.) Including loading, unloading and transport. | Crate | | | |
| 2 | Washing of Umbel collection bags | Unit | | | |
| 3 | Washing of Selfing nets/bags | Sqr. Meter | | | |
| 4 | Filling, stitching, marking, weighing, loading of bags for market - Onion and garlic (40 to 50 kg) | Bag | | | |
| 5 | Unloading and staking fertilizer and organic manure bags and Onion & Garlic bulbs & grains bags in truck/tractor trolley (40 to 50 kg) | Bag | | | |
| 6 | Loading fertilizer, organic manures, grains and and Onion & Garlic bulbs bags in truck/tractor trolley (40 to 50 kg) | Bag | | | |
| 7 | Preparation of vermicompost including filling, watering, turning, shifting, sieving, drying and packing and weighing | Kilogram | | | |
| 8 | Stitching of nylon nets for selfing | Running meter | | | |
| 9 | Helps in store/farm and other miscellaneous works. | Hour | | | |
| B- CROP WISE SPECIAL OPERATIONS | | | | | |

| (1) ONION BULB CROP (EXPERIMENTAL) | | | | | |
|---|---|----------|--|--|--|
| 1 | Uprooting of seedling from nursery, preparation of seedling and transplanting on raised beds/BBF | Acre | | | |
| 2 | Uprooting of seedling from nursery, preparation of seedling and transplanting on flat beds/ridges & furrow | Acre | | | |
| 3 | Harvesting cutting of neck grading, counting and weighing, transporting to shed including ratoon crops. | Acre | | | |
| 4 | Sorting after curing bulbs, weighing- Kharif | Quintal | | | |
| 5 | Sorting after curing bulbs, loading in to chawls packing and weighing loading for market - Late kharif and rabi season | Quintal | | | |
| 6 | Sorting of stored onion and weighing. | Quintal | | | |
| (2) ONION BULB CROP (COMMERCIAL) | | | | | |
| 1 | Uprooting of seedling from nursery, preparation of seedling and transplanting on raise beds/BBF | Acre | | | |
| 2 | Uprooting of seedling from nursery, making bundles packing and transportation | Acre | | | |
| 3 | Uprooting of seedling from nursery, preparation of seedling and transplanting on flat beds/ridges & furrow | Acre | | | |
| 4 | Harvesting cutting of neck, grading, weighing and transporting to shed | Acre | | | |
| 5 | Sorting after curing of bulbs, loading in to chawls, packing, weighing and loading for market - Kharif | Quintal | | | |
| 6 | Sorting after curing of bulbs, loading in to chawls, packing, weighing and loading for market- Late kharif and rabi season. | Quintal | | | |
| 7 | Sorting of stored onion and weighing, refilling in storage/ packing for market | Quintal | | | |
| (3) ONION GERMPLASM | | | | | |
| 1 | Uprooting of seedling from nursery, preparation of seedling, counting, dipping and transplanting on raised beds/BBF | Acre | | | |
| 2 | Uprooting of seedling from nursery, preparation of seedling, counting, dipping and transplanting on flat beds and ridges & furrow | Acre | | | |
| 3 | Harvesting, cutting of neck, grading, counting and weighing, transporting to shed. | Acre | | | |
| 4 | Sorting after curing of bulbs, loading into chawls. | Kilogram | | | |

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|---|--|------------------------|--|--|--|
| 5 | Sorting of stored onion, TSS, observation, etc. | Kilogram | | | |
| 6 | Sorting of stored onion, packing, weighing for market | Quintal | | | |
| (4) ONION SEED CROP (COMMERCIAL) | | | | | |
| 1 | Mending of ridges / beds channels | Acre | | | |
| 2 | Taking out bulbs from store, grading, cutting 1/3 rd top and dipping | Kilogram | | | |
| 3 | Planting on ridges or planting on drip system and covering of bulbs. | Acre | | | |
| 4 | Earthing up and fertilizer application (NPK+VC+NC) | Acre | | | |
| 5 | Periodical harvesting of umbels and taking to drying shed and drying of umbels (full crop) | Acre | | | |
| 6 | Threshing of umbels, cleaning, drying and weighing | Kilogram | | | |
| (5) ONION GERMPASAM (FOR SEED) | | | | | |
| 1 | Taking out bulbs from store, sorting, grading, cutting 1/3 rd top and dipping | Kilogram | | | |
| 2 | Planting on ridges/flat bed/BBF/ Drip or surface system | Acre | | | |
| 3 | Taking from store, transport and putting of rings and covering with bags (net and maslin cloth), Tying of umbels | Cage | | | |
| 4 | Putting cages and covering with net for massing | Sq. meter Plot area | | | |
| 5 | Hand pollination of umbels every day | Acre | | | |
| 6 | Earthing up and fertilizers application (NPK+VC+NC) | Acre | | | |
| 7 | Harvesting of umbels, seed extraction, drying, cleaning and filling in the bags | Per germ plasm | | | |
| 8 | Collection of rings cages bags and nets, loading transporting, and staking in store | Acre | | | |
| (6) GARLIC GERMPASAM | | | | | |
| 1 | Preparation of cloves and transport | Kilogram | | | |
| 2 | Planting including opening lines | Acre | | | |
| 3 | Harvesting, counting, making bundles of bulbs, weighing, Transporting, staking in chawls | Acre | | | |
| 4 | Cutting of leaves, weighing, observation, packing etc. complete | Kilogram | | | |
| (7) GARLIC EXPERIMENTS | | | | | |
| 1 | Preparation of cloves and transport | Kilogram | | | |
| 2 | Planting including opening lines | Acre | | | |

| | | | | | |
|--|---|----------|--|--|--|
| 3 | Harvesting , counting, making bundles of bulbs, weighing, transporting, staking in chawls | Acre | | | |
| 4 | Cutting of leaves,weighing,observation,packing etc. complete | Kilogram | | | |
| (8)GARLIC COMMERCIAL/ SEED PRODUCTION | | | | | |
| 1 | Preparation of cloves and transport | Kilogram | | | |
| 2 | Transporting from store and Planting including opening lines | Acre | | | |
| 3 | Harvesting , counting, making bundles of bulbs, weighing, transporting, staking in chawls | Acre | | | |
| 4 | Cutting of leaves,weighing,observation,packing etc. complete | Kilogram | | | |
| (9)WHEAT | | | | | |
| 1 | Harvesting, tying bundles and staking - Manual | Acre | | | |
| 2 | Harvesting, threshing and staking - Combine harvester | Acre | | | |
| 3 | Machine Threshing, cleaning, drying, filling in bags, weighing and staking in store, with Centre's machinery. | Quintal | | | |
| 4 | Machine Threshing, cleaning, drying, filling in bags, weighing and staking in store without Centre's machinery. | Quintal | | | |
| 5 | Cleaning, drying, filling in bags, weighing and staking in store after combine harvester. | Quintal | | | |
| (10)SOYABEAN | | | | | |
| 1 | Harvesting, collecting, transporting and staking | Acre | | | |
| 2 | Threshing, cleaning, drying & filling in bags, weighing and staking in store with Centre's machinery. | Quintal | | | |
| 3 | Threshing, cleaning, drying & filling in bags, weighing and staking in store without Centre's machinery. | Quintal | | | |
| (11)BAJRA | | | | | |
| 1 | Harvesting and tying of bundles and staking | Acre | | | |
| 2 | Cutting of cobs, threshing by thresher, cleaning, filling in bags weighing and staking in store | Quintal | | | |
| (12)GROUNDNUT | | | | | |
| 1 | Shelling of pods for seed and cleaning | Quintal | | | |
| 2 | Harvesting of plants, plucking and cleaning pods | Acre | | | |
| 3 | Drying, filling in bags, weighing and staking in store | Quintal | | | |
| (13)CHICKPEA (GRAM) | | | | | |
| 1 | Harvesting of crop, collecting, transporting and staking. | Acre | | | |
| 2 | Threshing, cleaning, drying & filling in bags, weighing and staking in store. | Quintal | | | |

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| (14)SUGARCANE | | | | | |
| 1 | Cutting of sets, planting of sets and preparing ridges, beds and covering | Acre | | | |
| 2 | Earthing up by bullock drawn implements and repairing of channels | Acre | | | |
| (15)POTATO | | | | | |
| 1 | Layout, marking/furrowing and dibbling/planting tubers | Acre | | | |
| 2 | Earthing up (manual) including NPK | Acre | | | |
| 3 | Cutting haulms, harvesting, grading, cleaning, counting, weighing, transport to shed | Acre | | | |
| 4 | Sorting after curing, packing, weighing, stitching bags and loading | Quintal | | | |
| (16)MANGO | | | | | |
| 1 | Preparation of trench (8x0.5x0.5 Cu.ft) and application of fertilizer, FYM and covering. | Cubic feet | | | |
| 2 | Harvesting, weighing, sorting, packing and transportation etc. | Kilogram | | | |
| (17)COCONUT, TAMARIND/JAMUN etc. | | | | | |
| 1 | Basin preparation and application of fertilizer and FYM | Sq.meter | | | |
| (18)MUSTARD | | | | | |
| 1 | Harvesting, bundle preparation and staking in field | Acre | | | |
| 2 | Threshing, cleaning, weighing, packing & transport | Quintal | | | |
| (19) Maize hybrid | | | | | |
| 1 | Dibbling seed manually | Acre | | | |
| 2 | Harvesting cobs | Acre | | | |
| 3 | Harvesting of straw, collection and disposing at composting pit | Acre | | | |
| 4 | Drying of cobs, threshing by thresher, cleaning, filling in bags, weighing and staking in store | | | | |
| (20) Fodder maize/grain maize | | | | | |
| 1 | Sowing seed with tractor drawn seed drill | Acre | | | |
| 2 | Harvesting cobs | Acre | | | |
| 3 | Harvesting of straw, collection and disposing at composting pit | Acre | | | |
| 4 | Drying of cobs, threshing by thresher, cleaning, filling in bags, weighing and staking in store | | | | |
| (21) NADEP Pit Works | | | | | |
| 1 | Collection of organic waste such as Soybean, Gram, Bajra, | Trolley | | | |

| | | | | | |
|------------------------------|---|-----------------------|--|--|--|
| | Wheat ,Groundnut etc and staking at Nadep pit including, loading, unloading and transportation etc | | | | |
| 2 | Filling of Nadep pit | Trolley | | | |
| 3 | Cob, cutting, threshing, cleaning packing etc. of Maize | Kilogram | | | |
| C- GARDEN MAINTENANCE | | | | | |
| 1 | Lawn mowing by Electric mower | Sq.meter | | | |
| 2 | Pruning of hedges/ trees/ edges/ shrubs | Running meter | | | |
| a | Electric/petrol hedge cutter for 3 sides (Box) | Running meter | | | |
| b | Hand operated hedge cutter for 3 sides (Box) | Running meter | | | |
| c | Electric/petrol hedge cutter for top side only | Running meter | | | |
| d | Hand operated hedge cutter for top side only | Running meter | | | |
| 3 | Garden weeding including hedge, lawn | Sq.meter | | | |
| 4 | Watering of potted plants, planters, trees and lawns etc. | Hour | | | |
| 5 | Planting of lawn grass, | Sq.meter | | | |
| D- ESTATE MAINTENANCE | | Acre | | | |
| 1 | Dry cleaning (brooming) of roads | Sq.meter | | | |
| 2 | Dry cleaning (brooming) of floor of building | Sq.meter | | | |
| 3 | Wet cleaning of floor | Sq.meter | | | |
| 4 | Cleaning of water tank (two underground and two over head) and 26 nos. over head tanks of residential quarters, guest house, farmer's hostel and canteen. | Per event of cleaning | | | |
| E- ADDITIONAL ITEMS | | | | | |
| 1 | Shaping of beds after 1 or 2 months of planting | Acre | | | |
| 2 | Collection of small stones | Acre | | | |
| 3 | Periodical harvesting of umbels, shifting to shed, drying , threshing and cleaning of umbels (All seed production experiments including breeder seed production trials) | Acre | | | |
| 4 | Flat bed preparation for germplasm onion seed crop | Acre | | | |
| 5 | Onion seed crop for experiment | | | | |
| a | 1/3 top cutting & Dipping | Kilogram | | | |
| b | Planting and covering bulbs | Acre | | | |

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|-----------------------------------|--|---------------|--|--|--|
| c | Periodical umble harvesting (full crop) treatment wise | Acre | | | |
| d | Threshing, cleaning, weighing etc. | Kilogram | | | |
| 6 | Onion seed packing for Truth full (TC)- weighing, sealing labeling and staking in cold storage. | Kilogram | | | |
| 7 | Onion seed packing for Breeder Seed- weighing, sealing, stitching, staking in cold storage. | Kilogram | | | |
| 8 | Harvesting of coconut - tender & dry. | Per number | | | |
| 9 | Spraying on coconut tree by HTP Pump. | Per tree | | | |
| 10 | (a) Treaming of plants-Ashok & others. | Per tree | | | |
| | (b) Treaming of Mango & other fruit crops. | Per tree | | | |
| 11 | Repacking of Onion Seed for TLF weighing, sealing, labeling & staking in cold storage. | Kilogram | | | |
| 12 | Repacking of Onion Breeder Seed weighing, sealing, & stitching in cold storage. | Kilogram | | | |
| F- TRACTOR OPERATION WORKS | | | | | |
| 1 | Ploughing | Acre | | | |
| 2 | Harrowing and tillering preparation. | Acre | | | |
| 3 | BBF making | Acre | | | |
| 4 | Ridge | Acre | | | |
| 5 | Leveling | Acre | | | |
| 6 | Planking land/green manuring crops | Acre | | | |
| 7 | Bund and channel formation | Acre | | | |
| 8 | Transportation | Hour | | | |
| 9 | Spraying with HTP | Acre | | | |
| 10 | Rotovating, Discing | Acre | | | |
| 11 | Sowing of- Soyabean, Bajra, Wheat and other crops. | Acre | | | |

Signature & Name
(With seal) of the tenderer