



# ICAR - NATIONAL RICE RESEARCH INSTITUTE

*CUTTACK – 753 006 (ODISHA)*

Department of Agricultural Research and Education (DARE),

Phone(PABX): 0671-2367768-783/FAX: (0671)2367663/2367759

E-mail: [crrietc@nic.in](mailto:crrietc@nic.in)

URL: <http://www.crri.nic.in>



## **BID DOCUMENT**

**NAME OF WORK:**      **JOB / WORK CONTRACT FOR PROVIDING “VARIOUSSEASONAL AGRICULTURE/FARM OPERATION WORKS”(UNSKILLED NATURE)**

**Tender Enquiry No:13/Tech./Agri./NRRI/2017-18**

Tender published at Website:

<https://eprocure.gov.in>

<http://crri.nic.in>

**CPPP Helpline No : 1800-3070-2232, 0120-4200462**

**0120- 4001002**



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*CUTTACK – 753 006 (ODISHA)*

Department of Agricultural Research and Education (DARE),

Phone(PABX): 0671-2367768-783/FAX: (0671)2367777/2367663

E-mail: [director.nrri@icar.gov.in](mailto:director.nrri@icar.gov.in)



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### E-TENDER NOTICE

#### Tender Enquiry No: 13/Tech./Agri./NRRI/2017-18

1. Online Quotations/tenders are invited from reputed contractors for following **JOB /WORK CONTRACT FOR PROVIDING “VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS”(UNSKILLED NATURE)** AT ICAR-NRRI, Cuttack ó 753006 on behalf of Director ICAR- National Rice Research Institute, Cuttack-6
2. The tender form/bid documents may be downloaded from the <https://eprocure.gov.in/eprocure/app> and our website [www.NRRI.nic.in](http://www.NRRI.nic.in). Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids shall not be accepted in any circumstances.
3. **Earnest Money Deposit:** The interested Firms are required to deposit (in original) **an Earnest Money Deposit (EMD) of the amount Rs. 30,000.00 (Rupees Thirty Thousand only)** in the form of Demand Draft in favour of the Director, NRRI, Cuttack-6 payable only at the State Bank of India Nayabazar, Cuttack-4 (Code No. 2094) may be address to **Assistant Administrative Officer, NRRI, Cuttack -753006 .**
4. EMD shall be valid for 180 days from the due date of receipt of tenders. This EMD should be submitted in sealed envelope super-scribed as EMD for ó**JOB/WORK CONTRACT FOR PROVIDING “VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS” (UNSKILLED NATURE)** AT ICAR-NRRI, Cuttack-753006.
5. **The rates quoted shall be valid for a period of one year from the last date fixed for submission of bid.**
6. Estimated cost is **Rs.1.7 Crore** approximate per annum

## Critical Dates

1	Tender Number	13/Tech./Agri./NRRI/2017-18	
2	Type of Tender	Open Tender (Two bid system)	
3	Bid Document Download Start Date (Online)	08.03.2018	10.00 hrs.
4	Bid Submission End Date (Online)	31.03.2018	15:00 hrs.
5	Date of Technical Bid Opening (Online)	02.04.2018	15.00 hrs.
6	Date of Opening of financial bid	As will be reflected in the Technical Evaluation Report	
7	Bid validity	180 days from the date of opening of Technical bid	
8	EMD	Rs.30,000/- (Rupees thirty thousand only)	
9	Security deposit	5% of the total annual contract value shall be deposited in the form of DD in favour of Director, NRRI, Cuttack-6	
11	Details of tender	<p>a) Tender document &amp; notice is also available in NRRI website <a href="http://www.nrri.nic.in">www.nrri.nic.in</a></p> <p>b) Online bids uploaded on CPP Portal (<a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>) will be available from 04.03.2018 to 31.03.2018 up to 3.00 P.M. <b>(One set of print out copy of the tender must also be submitted alongwith EMD before closing date &amp; time).</b></p>	

### Important Notes:

1. Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at -Instructions for online Bid Submissionø
2. Only bids received on our e-procurement portal will be considered for opening. However, one set of print out of bid documents should be submitted along with the EMD.
3. NRRI will not be responsible for any delay in enrollment or submission of the offer/up-loading the offer on above mentioned e-procurement portal for any reason whatsoever. Hence vendors are advised to register in the e-procurement website <https://eprocure.gov.in> & enroll their Digital Signature Certificate (Class ó II or above) and upload their quotations well in advance to avoid last minute problems.

4. Any Corrigendum about extension of date in respect of above tender shall be issued on our website [www.NRRI.nic.in](http://www.NRRI.nic.in) and website <https://eprocure.gov.in> only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit our website to keep themselves updated.
5. The Director, NRRI, Cuttack may at his/her discretion, extend this date by a fortnight and such extension shall be binding on Tenderness.
6. The Director, NRRI, Cuttack- 753006 reserves the right to accept or reject any or all the quotations either in full or in parts without assigning any reason.
7. Please note that only online bids will be accepted
8. Link: [eprocure.gov.in](http://eprocure.gov.in)

**Place: NRRI, Cuttack**

**Date :07/03 /2018**

**Digitally signed by :**

**Date : 07.03.2018**



**ICAR - NATIONAL RICE RESEARCH INSTITUTE**  
**CUTTACK – 753 006 (ODISHA)**

**Department of Agricultural Research and Education (DARE),**  
Phone(PABX): 0671-2367768-783/FAX: (0671)2367777/2367663  
E-mail: [director.nrri@icar.gov.in](mailto:director.nrri@icar.gov.in)



Note: All communications must be addressed to -The Director, NRRI, Cuttack-6.

INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING THE JOB/ WORK CONTRACT FOR PROVIDING öVARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKSö (UNSKILLED NATURE) AT NRRI, CUTTACK-6

From:

*The Director*  
*NRRI, Cuttack-6.*

To

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Dear Sir (s),

Sealed tenders are hereby invited on behalf of the Director, NRRI, Cuttack-6 for annual contract of PROVIDING JOB WORK/SERVICE CONTRACT FOR PROVIDING ALLIED SERVICES (VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS) AT NRRI, CUTTACK-6. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are 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. 30,000/- (Rupees thirty thousand only)** must be deposited in the form of demand draft/pay order in favour of DIRECTOR, NRRI, Cuttack payable at S.B.I. Nayabazar Branch,(Code-2094). The particulars of the earnest money deposited must also be super-scribed on the top of the envelope by indicating the draft/pay order number and date, falling which the tenders will not be opened. The tenders will not be considered if earnest money is not deposited with the tenders.

3) The tenderer is being permitted to give tenders in consideration of the stipulation on his part that after submitting his tenders, he will not resale from his 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 Institute. 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 Institute.

4) The Schedules of the tenders 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 numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tenders form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.

5) The tenders are liable to be ignored if complete information as required is not given therein of if the particulars asked for in the schedules to the tenders is 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 or constituted attorney of such sole proprietor, of (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 of (iii) constituted attorney of the firm if it is a company.

6) If tendered does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money 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 documents must be signed by every partner of the firm. A person signing the tenders 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 ICAR/NRRI *shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all cost and damages. Each page of the tenders and annexure, if any, should be signed by the tenderer.*

8) The printout copy of the tenders and original EMD in the form of Demand Draft is to be submitted in a closed cover super-scribed as "THE JOB/ WORK CONTRACT FOR PROVIDING ALLIED SERVICES(VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS)" AT NRRI, CUTTACK-6 with address of this office. All Tenders should be sent by Speed/Registered Post. Tenders to be hand delivered should be put in the tenders box, which will be kept in the Stores Section, Office of the Director, NRRI, Cuttack-6

9) The rates quoted by each firm for job/service contract in tenders be given both in words and figures failing which the same is liable to be rejected. 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 tenderer's behalf should be indicated in the tenders. Name and address of permanent representative, of the tenderer if any, may also be indicated.

- 10) The Institute is not bound to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders in whole or in part. You are however at liberty to Tenders for the whole or any portion or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional Tenders will not be accepted.
- 11) The EMDs **Rs.30,000/- (Rupees thirty thousand only)** of the selected/successful tenderers will be refunded after receipt of the security deposit during the contract period.
- 12) 5% of the total annual contract value of security deposit will be deposited by the agency within seven days of issue of the work order/before starting of the work. The security deposit will be kept by the office and same will be refunded after completion of the work period on receipt of written request. No interest will be paid by the institute on account of the said security deposit.
- 13) If the work awarded, it is incumbent on the contractor to start and complete the work as per requirement of the indenter, failing which, 30% of the Work order/bill amount per week will be deducted from the bill of the contractor for delayed period of completion, based on the certificate given by the Indenter. If the contractor fails to undertake the work or if any complaint received from the indenter regarding execution of Agricultural Operation work being un-satisfactory, the work order will be cancelled automatically. The concerned contractor will be blacklisted and the EMD / Security deposit will be forfeited.
- 14) During the operation period, if the contractor fails to provide required manpower in time as per the requirement of the indenter, 10% of the Work Order/Bill amount per day will be deducted from the bill based on the certificate given by the Indenter.
- 15) No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
- 16) GST or any other Tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and ICAR/NRRI will not entertain any claim whatsoever in this respect. However the GST or any other tax which is as per rules of the Govt., shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by government.
- 17) Director, NRRI, Cuttack-6 reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
- 18) Decision of Director, NRRI, Cuttack-6 shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, NRRI, Cuttack-6. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act.1996.

19) Acceptance by the Institute will be communicated by FAX/Telegram, Express letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Telegram/ Express letter etc. should be acted upon immediately.

**Note:** 1)The NRRI will pay the bill inclusive the GST and the contractor will deposit the GST tax and furnish proof of deposit to NRRI every month.

2) The contractor will have to make payment for 2 consecutive months, even without receiving payment from NRRI.

Yours faithfully,

For and on behalf of the Director  
NRRI, Cuttack-6



**TENDERS FOR THE CONTRACT FOR JOB WORK/SERVICE CONTRACT  
FOR δVARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKSö  
(UNSKILLED NATURE) AT NRRI, CUTTACK-**

Full Name & Address of the Tenderer in addition of 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 Director,  
NRRI, Cuttack-6.

I/we have read all the particulars regarding the General information and other terms and conditions of the contract for THE JOB WORK/SERVICE CONTRACT FOR δVARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKSö AT NRRI, CUTTACK-6 and agree to provide the services as details 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-I to this Tender and I/we agree to hold this offer open till 180 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.

2) I/We have understood these 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 form a part of this Tender for the contract for Job Work/Service contract for δVARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKSö AT NRRI, CUTTACK-6ö at NRRI, Cuttack-6. The Schedule I & II to accompany this Tender are at pages\_\_\_\_\_

4) Every page so attached with this Tender bears my Signature and the office seal.

5) Pay order/DD No\_\_\_\_\_ of Rs.\_\_\_\_\_ drawn in favour of the Director, NRRI, Cuttack-6 and payable at State Bank of India, Nayabazar Branch, Cuttack-4 (Code No. 2094) is enclosed as earnest money required.

Witness: \_\_\_\_\_

Signature & Seal of the Tenderer  
Telephone No. (Office):

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

Telephone No. (Resi.):

Occupation: \_\_\_\_\_

Mobile No.:

Signature of witness to contractor's signature

Address:

Name & Signature of witness:

Address:

**SCHEDULE-I****TECHNICAL BID**

Sl. No.	Documents required	Upload the scanned copy	Page No. of enclosures
a)	Registration certificate of the firm under the work contract of the Central Govt. /State govt.		
b)	Two years experience of the vendor in the field of providing such services in Central Govt. establishments/Autonomous bodies of Govt. of India/Corporations of Govt. of India/Reputed Public or Private Organizations provide the details in enclosed tabular form ( <b>Please see Annexure-I</b> ).		
c)	Duly certified copies of the satisfactory services where the Tenderer is providing the services for the last two year.		
d)	Employee EPF registration certificate issued by local govt.		
e)	Employee ESI registration certificate issued by local govt.		
f)	GST registration certificate issued by Govt. etc.		
g)	Certified balance sheet of the firm for last year of the service contract by the chartered accountant.		
h)	Minimum turnover of the firm not less than Rs.10.00(Rupees ten lakh only) during the last financial year		
j)	The agency must have a registration with the contract labour(R&A) Act.1970.The contractor shall obtain the labour licenses under this Act.		
i)	Documentary proof towards payment of EPF&ESI of the concerned workman should be submitted.		

- Note:** 1)The NRRI will pay the bill inclusive the service tax and the contractor will deposit the service tax and furnish proof of deposit to NRRI every month.  
2) The contractor will have to make payment for 2 consecutive months, even without receiving payment from NRRI.  
3) Successful Tenderer will have to enter into a detailed contract agreement with ICAR / NRRI on non-judicial stamp paper of Rs.100/- (Rupees one hundred only).

**SIGNATURE OF THE TENDERER WITH STAMP**

**SCHEDULE-II****SCHEDULE TO TENDERS:**

a)	Name of the Firm/Agency	:	
b)	Full address with Post Box No. e-mail and Telephone No. if any	:	
c)	Constitution of the Firm/Agency(Attached copy) Indian Companies Act,1956,Indian Partnership Act.1932(please give names of partners) Any other Act, if not the owners	:	
d)	For Partnership firms whether registered under the Indian partnership Act-1932, please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.	:	
	i) If answer to the above is negative, whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the Tenders to refer dispute condemning business of the partnership to arbitration.	:	
	ii) If answer to the above is 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 partners.	:	
e)	Name and full Address of your Bankers	:	
f)	Your permanent Income Tax No/Circle/Ward	:	

Date:

Place:

AUTHORISED SIGNATORY

**SCHEDULE-III**

GENERAL INFORMATION & OTHER TERMS & CONDITIONS OF THE CONTRACT FOR PROVIDING δVARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKSö (UNSKILLED NATURE) AT NRRI, CUTTACK-6

**Scope of work:**

Schedule of Tender for δVarious Seasonal Agricultural Operation/Farm Operation Worksö at NRRI, Cuttack-6. The tenderers should quote the rates for item No. B, C, and D in Schedule-II individually as well as items B, C, and D together.

**A. Specification for general Agricultural Operation Works at NRRI,Cuttack-6(Approximate Area – 200 Acres).****A. Specification for general Agricultural Operation Works at NRRI,Cuttack-6(Approximate Area – 200 Acres).**

Item No.	Description of Works	Unit	Rate
<b>I</b>	<b>Nursery</b>		
1	Seed bed preparation and sowing of rice nursery (Bund trimming, preparation of raised seed bed, line sowing of seed and proper covering of the sown materials) arrangement of seed samples for sowing in the nursery bed	Acre	
<b>II</b>	<b>Field/ Pot/ Tray preparation</b>		
2	Field preparation (Ploughing/Puddling, initial followed by the final) by using office Tractor with fuel	Acre	
3	Field preparation (Ploughing/Puddling, once) by using office Power Tiller with fuel	Acre	
4	Field bund raising and side trimming of 25c.m. width X 25c.m. height	RMT	
5	Field bund raising and side trimming of 50c.m. width x 50c.m. height	RMT	
6	Puddling by spade in the area where Tractor and Bullock operation are not possible such as Cement Tanks and Swampy land	Sqm	
7	Earth work (repair/trimming or bunds/trenches, hand leveling of plots and trial plotting)	Acre	
8	Land leveling/laddering (After Ploughing/Puddling by using Farm Bullocks)	Acre	
9	Field leveling with spade	Acre	
10	<i>Preparation of field / NHN Tanks:</i> Digging with spade in dry condition, irrigation, removal of extraneous materials from plot followed by wet ploughing óCum-Puddling, wet leveling with hand leveler, along with cleaning of bunds twice. (20m x 5m =100 m <sup>2</sup> )	Per Tank	

11	Pot preparation (collection of soils, filling of pots up to $\frac{3}{4}$ th depth) [6ö X 6ö size]	Per Pot	
12	Pot preparation (collection of soils, filling of pots up to $\frac{3}{4}$ th depth) [8ö X 8ö size]	Per Pot	
13	Pot preparation(collection of soils, filling of pots up to $\frac{3}{4}$ th depth) [10öX10ö to 12öx12ösize]	Per pot	
14	Preparation of tray (soil filling) and seed sowing (Tray size: 30öX18öX15ö)	Per Tray	
<b>III</b>	<b>Main field Sowing/ transplanting</b>		
15	Seedling, uprooting and line transplanting of rice 10c.m. X 15c.m. (Uprooting of seedlings and making of bundles, carrying seedling from seed bed area to the planting place, line transplanting of single plant or two to three seedlings/ hill including rope holding)	Acre	
16	seed bed area to the planting place, line transplanting of single plant or two to three seedlings/ hill including rope holding, Seedling, uprooting and line transplanting of rice 10c.m. X 20c.m. (Uprooting of seedlings and making of bundles, carrying seedling from	Acre	
17	Seedling, uprooting and line transplanting of rice 15c.m. X 15c.m. (Uprooting of seedlings and making of bundles, carrying seedling from seed bed area to the planting place, line transplanting of single plant or two to three seedlings/ hill including rope holding)	Acre	
18	Seedling, uprooting and line transplanting of rice 15c.m. X 20c.m. (Uprooting of seedlings and making of bundles, carrying seedling from seed bed area to the planting place, line transplanting of single plant or two to three seedlings/ hill including rope holding)	Acre	
19	Seedling, uprooting and line Transplanting(Experimental plots): Transplanting of rice in experimental plots where numbers of varieties to be transplanted more than 30 varieties in one plot (Uprooting of seedlings and making of bundles, carrying seedling from seed bed area to the planting place, line transplanting of single plant or two to three seedlings/hill including rope holding). Distance of planting is to be maintained as per the direction of the Indenter.	Acre	
20	Line sowing with 3-5 seed/hill including rope holding (15c.m. X 20c.m.)	Acre	
<b>IV</b>	<b>Intercultural operations</b>		
21	Gap filling	Acre	
22	Hand weeding in transplanted rice (Once)	Acre	
23	Mechanical weeding with Cono Weeder (Once)	Acre	
24	Weeding in direct seeded rice (twice i.e. 20 days and 40 days after seedling)	Acre	
25	Weeding in non-rice crops	Acre	
26	Grass cutting on bunds and bund cleaning of dimension upto 25 cm x 25 cm	Rmt.	
27	Grass cutting on bunds and bund cleaning of dimension more than 25 cm x 25 cm	Rmt	
28	Cleaning and maintenance of Irrigation and Drainage channels in and around the field.	Rmt	
29	Cleaning of drainage channel (4mt. wide & 2mt. depth)	Per RMT	

30	Cleaning of drainage channel (3mt. wide & 1 ½ mt. depth)	Per RMT	
31	Grass cutting and cleaning	Per m <sup>2</sup>	
32	Intercultural operation (Soil loosening between rows, ridge formation etc.) in non rice crops like groundnut and maize etc.	Acre	
33	Fertilizer application (once)	Acre	
34	Application of Pesticides (Broadcasting) in the experimental plots / Farm field	Acre	
35	Irrigation of experimental/ seed production plots	Acre	
36	Irrigation of cement banded demonstration plots of 20m x 5m size	Per plot/ Irrigation	
<b>V</b>	<b>Harvesting</b>		
37	Rice harvesting and threshing (Harvesting, carrying to the threshing floor, threshing, sun drying at least for 03 days and or till bringing down the grain moisture up to 12%, winnowing and bagging)	Acre	
38	<b>Harvesting (Experimental plots):</b> Harvesting and threshing of rice in experimental plots where numbers of varieties transplanted more than 30 varieties in one plot (Harvesting, carrying to the threshing floor, threshing, sun drying at least for 03 days and or till bringing down the grain moisture up to 12%, winnowing and bagging)	Acre	
39	Harvesting by reaper, bundling, Transportation, Threshing, Winnowing, Cleaning and Drying grains to 12% moisture content (with office reaper and fuel)	Per acre	
<b>VI</b>	<b>Specific operations</b>		
40	Crossing: Emasculation and pollination of spikelet to generate 40-50 F1 (crossed) seeds from each cross combinations	Per 100 F1 Spike lets	
41	Rouging of the Off type plants (Once)	Acre	
42	Carrying pots from outside to dark chamber/ heat chamber and bringing back after imposing treatment inside RGA/TGT.	Per 50 pots	
43	Washing of soil samples with the help of Cobbøx sieving and decanting techniques	Per 25 samples	
44	Bird scaring (6.00-10.00 AM in the morning and 3.00 ó 6.00 PM in the evening hours)	Per acre	
45	Rinsing and washing of double layered polycarbonate sheets of OTCs (both inner and outer side) with detergent and cleansing solution	Per square meter	

46	Carrying of gas sampling syringes, base plates and manual gas sampling chambers to fields, insertion to field plots for sampling. (for sampling of carbon dioxide, methane and nitrous oxide)	Per plot	
47	collection of intact rice plant, washing, and processing for fresh weight and dry weight of plant sample related to greenhouse gas sampling studies	Per hill	
<b>VII</b>	<b>Plant/ soil sampling and processing</b>		
48	Soil sampling from field using augur/core sampler (undisturbed soil sample collection from field at depth interval up to 60cm.)	<b>Per Sample</b>	
49	Powdering/grinding of Plant Sample	Per sample	
50	Whole root sampling from pots (standard size) / field, separation and washing	Per hill/ Per pot	
51	Identification of true-to-type panicle, their collection from farm field, threshing, cleaning and picketing for sowing	Per panicle	
52	Grain & sterile spikelet separation and counting of grain & chaff	Per sample	
53	Sample processing for micronutrient work (Cleaning, drying, hulling, milling, weighing, digestion, filtration)	Per sample	
54	Sample processing for fresh plants parts for analysis of constituents (Collection of plant sample, separation and washing plant blotting grinding)	Per sample	
55	Collection and processing of samples (cleaning, hulling, milling, separation of whole grain and broken, powdering sieving, weighing, downstream processing for protein/ macro nutrients / micronutrient evaluation	Per sample	
56	Grain sample preparation (cleaning, hulling, milling, separation of whole grain and broken, powdering, sieving) evaluation for grain quality	Per sample	
<b>VIII</b>	<b>Operations related to Biotechnology lab/Transgenic green house</b>		
57	Collection and storage of transgenic seeds, viability testing and discarding of transgenic material following standard procedures	Per plant	
<b>IX</b>	<b>Field/ Pot/ Tray preparation</b>		
58	Field bund raising and side trimming of 60c.m. width x 30c.m. height	RMT	
59	Making bunds between sub-plot treatments and putting of plastic sheets/films for creation of barriers to prevent flow of water, fertilizer etc.	Per RMT	
60	Maintenance of potted plant in greenhouse/Net house: Collection of soil, preparation and filling of pots, sowing, watering, maintenance of virulent inoculums of blast on rice plant, spraying botanical extracts/ chemicals and overall maintenance	Per pot	
<b>X</b>	<b>Main field Sowing/ transplanting</b>		
61	Direct sowing in dry soil (Both rice and non-rice crops like green gram, black gram, soybean, cowpea, maize etc.)	Acre	
62	Line sowing with 3 ó 5 seed/hill including rope holding (10c.m. X 15c.m.)	Acre	
63	Line sowing with 3 ó 5 seed/hill including rope holding (10c.m. X 20c.m.)	Acre	
64	Line sowing with 3 ó 5 seed/hill including rope holding (15c.m. X 15c.m.)	Acre	

<b>XI</b>	<b>Intercultural operations</b>		
65	Spraying of Pesticides in the experimental plots / Farm field	Acre	
<b>XII</b>	<b>Harvesting</b>		
66	Harvesting of non-rice crops (Harvesting, carrying to the threshing to the threshing floor, threshing, sun drying at least for 3 days and or till bringing down the grain moisture up to 12%,winnowing and pegging)	Acre	
67	Combine Harvesting by Combine, Transportation, Cleaning, Bagging and drying grains to 12% moisture content (with office Combine and fuel)	Per acre	
68	Transportation of Combine harvested produce, cleaning, Packing & Drying up to 12% moisture content per acre	Per acre	
<b>XIII</b>	<b>Specific operations</b>		
69	Making conical heap of paddy straw (minimum 500 qtls)	Per heap	
70	Assisting in selection related activities in the segregating population, tagging and recording yield attributing characters (panicle length, plant height, leaf length & width, flag leaf length & width etc.) of the selected single plants.	Per 100 plants	
71	Paddy seed grading (seed loading in the grader machine, making seed packet of 30 kg/ 20 kg /10 kg / 5 kg, stitching and stacking	Per Qtl.	
72	Maintenance of bullocks: Daily feeding, grazing, cleaning of bullock shed	Per day	
<b>XIV</b>	<b>Plant/ soil sampling and processing</b>		
73	Soil sampling from the field with spade up to 15 cm depth/Plant sampling from the field	Per sample	
74	Sample harvesting and processing (Cutting of a hill, leaf separation, panicle detachment & packeting)	Per hill	
75	Whole root sampling from pots / field, separation and washing	Per hill/ Per pot	
76	Single panicle threshing without disturbing the false balls, separation, counting and weighing of filled grain, chaffy grains and false smut balls	Per panicle	
77	Threshing, cleaning and packing of panicles	Per panicles	
78	Counting of panicles/ m <sup>2</sup>	Per m <sup>2</sup>	
79	Counting and recording 100 grain weight	Per sample	
80	Cleaning, de-husking, polishing, separation of whole rice and broken rice, grinding and sieving of grain powder ( for paddy grains)	Per Sample	
<b>XV</b>	<b>Operations related to Biotechnology/Transgenic green house</b>		
81	Filling up tips in micro tip boxes followed by sterilization in autoclave	Per box	
82	Tagging and collection of Leaf samples in ice boxes from the field/ net house	Per sample	
83	Collection of spikes for immature embryo/anther culture	Per spike	
84	Harvesting, threshing and drying etc. of greenhouse/net house grown plants	Per plant	
85	Collection of transgenic plant samples from transgenic net house, their storage and processing of samples	Per pot	



**N.B.: The Price Bid should be submitted on-line in the “BOQ Format of Excel File” only as available in the Tender Notice in CPP Portal (<https://eprocure.gov.in>)**

**TERMS & CONDITIONS:**

- 1) The rate quoted should be valid for a minimum period of one year with effect from the date of finalization/award of the tender. The contract may be extended further, if agreed by both parties.
- 2) The Director, NRRI, Cuttack-6 reserves the right to reject any or all quotations in whole or in part without assigning any reason thereof. The decision of Director, NRRI, Cuttack-6 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.
- 4) The agreement is terminable with one month notice on either side.
- 5) The contractor shall not sublet the work without prior written permission of the Director, NRRI, Cuttack-6
- 6) The Contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
- 7) The contractors must supply workers who know the agriculture operation works and do not resort to damage the research farm at any time. The Contractor should make payment to the workers regularly following the specified norms by different Govt. Organizations. Stopping / Dharna at the farm would be viewed seriously and may lead to cancellation of work order and imposition of penalty etc.
  
- 8)
  - (a) The contractor has to provide required job workers to carryout the job satisfactorily as per the schedule of work.
  - (b) The Minimum rate of wages as prescribed by Central Labour Commissioner (Central) from time to time should be followed by the Agency. The contractor has to pay the minimum wages (Central) as fix from time to time to the workers engaged by him at the work place by 7<sup>th</sup> of every month in presence of the authorized nominee of NRRI (Indenter).
  - (c) The payment register of the contractor is to be duly certified and signed by the Authorized nominee of NRRI (Indenter). The Payment register duly certified and signed should be submitted every month for verification. A copy of the same should also be enclosed with the monthly bills for effecting payment.
  - (d) Incase of violation of any provision of labour laws rules and regulations there of governing the field, the NRRI will not be responsible for fault of the Agency.
  - (e) The records, muster roll, wage register etc as per the requirements of Labour Enforcement Officer must be maintained by the Agency, Any deviation or irregularity in maintenance of records or observance of Contract Labour (R&A) Act brought to the notice of Director, NRRI by the Labour Department would be treated as lapse of the Agency & the contract would be terminated forthwith.
  - (f) All liabilities in respect of statutory obligations on account of various laws/acts of the Central/State like Labour contract Act, EPF Act, Minimum Wages Act, that may be applicable to carry out the cleaning works shall be borne by the Agency. The liabilities of NRRI will be limited to the payment to the Agency as per the quotation.ö The Director, NRRI has no liability towards the employment of the manpower/Labourers provided by the Agencyö

- 9) The selected tenderers are required to submit the original certificates for verification before issue of LOI/any time during the tender period, if so desired by the Competent Authority of NRRI, Cuttack-6.
- 10) The Director, NRRI has its own discretions either to award the works to one of the selected contractors or may distribute the work to several contractors based on the competency of the contractor.
- 11) Punctuality, sincerity, promptness & efficiency of the workers shall be considered as essence of the contractor and it is therefore hereby expressly provided and declared that "The Director, NRRI has no liability towards the employment of the manpower/ Labourers provided by the contractor.
- 12) The persons so provided by the agency under this contract will not be the employee of the ICAR/NRRI and there will be no employer-employee relationship between the ICAR/NRRI and the person so engaged by the contractor in the aforesaid services.
- 13) Payment for service contract will be made monthly upon submission of pre-receipted bill.
- 14) **(A) After physical inspection of the site, a very detailed assessment / requirements of personnel for providing allied services at NRRI, Cuttack-6 shall have to be furnished along with the Tender. However, the Tenders should indicate item wise rates in respect of all items of works covered under this contract.**  
**(B)The contractors should show/furnish separately in their letter pad regarding the detailed rate analysis as to how and on what basis they have quote their rates and whether all statutory obligations such as Minimum wages Act, EPF Contribution/ESI Contribution has been taken into consideration, failing which their tender will not be considered. The Contractor should also furnish certificate to the effect that "the rates quoted are all inclusive of current Minimum wages and other statutory obligations".**
- 15) **The rates to be quoted should include cost of each and every item including transportation cost, manpower cost, taxes etc. The NRRI shall not bear any extra charges on any account whatsoever i.e. EPF contribution, ESIC, Uniform, Liveries & OTA etc.**
- 16) 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 NRRI, Cuttack-6 from any claims, loss or damages that may be caused to it an account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of the Director, NRRI, Cuttack-6 shall be final and binding on the contractor.
- 17) Income Tax will be deducted from the payments due for the work done as per rule.
- 18) Changing of Supervisor/Staff should be intimated to the Caretaker.
- 19) The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract.
- 20) (i) If the tender is accepted and the work is awarded, it is incumbent on the contractor to carry out the work to the best satisfaction of the authority without any complain. If any, complaint noticed by the concerned Indenter the work order will be cancelled without assigning any reason and notice to the contractor. The decision of the Director, NRRI in this regard is final and binding on the contractor.

- (ii) Any damages of institute property or thefts occur by the staff(s) of the contractors during execution of the work, the cost is to be borne by the contractor as assessed and fixed by the Competent Authority, NRRI, Cuttack-6.
- 21) 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.
- 22) The rates to be quoted should include cost of each and every item including transportation cost, manpower cost, royalty and taxes etc. The NRRI shall not bear any other charge on any account whatsoever i.e. EPF contribution ESI contribution other related statutory dues as per minimum wages, Act 1940, acontract labour(R&A) Act,1960,BOCW(RE&CS) Act,1996 uniform liveries, OTA etc.
- 23) **Risk Clause:** NRRI, Cuttack-6 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 S.D. or pending bills or by raising a separate claim.
- 24) *The selected agency shall provide the work man preferably within age group of below 25-50.*
- 25) *The workman to be deployed should be paid the minimum wages by the payment should be made in front of the authorised of this Institute and a certificate in this regard should be furnished on body of the payment wages register while submitting the bill.*
- 26) *Successful tender will have to enter into a detailed contract agreement with ICAR-NRRI on non-judicial stamp paper of Rs.100 (Rupees on hundred only)*
- 27) *The workers of the agency shall not claim any benefit/compensation/regularization/absorption in service at the NRRI under the provision of industrial dispute Act.1947 on contract labour(R&A) act.1970 etc. Undertaking from the workman to this effect shall be required to be submitted by the contractor to NRRI.*

#### LIQUIDATED DAMAGES CLAUSE:

1. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.  
The Director, NRRI, Cuttack-6 reserves the right to reject any or all Tenders in whole or in part without assigning any reasons thereof. The decision of the Director, NRRI, Cuttack-6 shall be final and binding on the contractor/agency in respect of any clause under the contract.

**(Authorized Signatory)**