



भारत-राष्ट्रीय चावल अनुसंधान संस्थान

कटक-753006 (ओडिशा) भारत

ICAR-NATIONAL RICE RESEARCH INSTITUTE

CUTTACK-753 006, (ODISHA), INDIA

PHONE : 0671-2367768-783, FAX : 0671-2367663, E-mail: director.nrri@icar.gov.in



BID DOCUMENT

NAME OF WORK: JOB/WORK CONTRACT FOR PROVIDING "VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS"(UNSKILLED NATURE)

Tender Enquiry No: 06/Agri. /Tech./NRRI/2021-22

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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E-TENDER NOTICE

Tender Enquiry No: 06/Agril. / Tech./NRRI/2021-22

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 – 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. 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. **The rates quoted will be valid for a period of one year in event of award of the Contract.**
4. Estimated cost is **Rs. 2.9 Crore** approximate per annum

Critical Dates

1	Tender Number	06/Agril./Tech./NRRI/2021-22	
2	Type of Tender	Open Tender (Two bid system)	
3	Bid Document Download Start Date (Online)	27.07.2021	15.00 hrs.
4	Bid Submission End Date (Online)	16.08.2021	15:00 hrs.
5	Date of Technical Bid Opening (Online)	17.08.2021	15.00 hrs.
6	Date of Opening of financial bid	As will be reflected in the Technical Evaluation Report	
7	Bid validity	90 days from the date of opening of Technical bid	
8	EMD	Exempted till 31.12.2021, but Bid Security Declaration (Annexure-I) must be submitted in the letterhead of the bidders for accepting the clause that <u>the bidder will be suspended from participation in bidding process for One Year from the date of opening if they withdraw or modify their bids during the period of validity etc.</u>	
9	Security deposit	3% of the total Annual contract value should be deposited in shape of Demand Draft in favour of Director, ICAR-NRRI, Cuttack-6 payable only at the <u>State Bank of India, Navabazar, Cuttack-753004, A/c. No.- 10329386033</u> , IFS- SBIN0002094, MICR No. 753002016	
11	Details of tender	a) Tender document & notice is also available in NRRI website www.nrri.nic.in b) Online bids uploaded on CPP Portal (https://eprocure.gov.in/eprocure/app) will be available from 27.07.2021 to 16.08.2021 up to 3.00 P.M. (One set of print out copy of the tender must be submitted before closing date & time).	

Important Notes:

- 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 Submission'.
- Only bids received on our e-procurement portal will be considered for opening.**
- NRRI will not be responsible for any delay in enrollment or submission of the offer/uploading 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 – 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 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

Place: NRRI, Cuttack

Date : /2021

Digitally signed by :

Date : .2021



भाकृअनुप-राष्ट्रीय चावल अनुसंधान संस्थान
कटक-753006 (ओडिशा) भारत
ICAR-NATIONAL RICE RESEARCH INSTITUTE
CUTTACK-753 006, (ODISHA), INDIA
PHONE : 0671-2367768-783, FAX : 0671-2367663, E-mail:
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 "VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS" (UNSKILLED NATURE) AT NRRI, CUTTACK-6

From:

The Director
NRRI, Cuttack-6.

To

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) The tenderer is being permitted to **submit** the tender(s) paper in consideration of the stipulation on **the part of the tenderer**. After submitting the tender(s), **the tenderer will not withdraw** / will not resale from **their** offer or modify the terms and conditions thereof.

3) The Schedules of the tender(s) 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 **concerned** 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 tender **documents any kinds thereof**.

4) The tender(s) **documents** are liable to be ignored, if the **same is received with** incomplete information as required thereof. Individual signing the tenders or other documents connected with the contract may specify whether the **signature made in the tender documents** 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 .

5) If the successful tenderer does not accept the offer within 15 days from the date of issue of letter of award by the Institute, the offer made shall be deemed to be withdrawn without any further notice & earnest money **deposited will be forfeited** against the said Tenderer.

6) In case of partnership firms, where no **written** authority has been given **in favour of** any partner to execute the contract/agreement concerning the business of the partnership, the tender(s) **documents** and all other related documents must be signed by **each individual** partner of the **concerned** firm. A person signing the tender(s) **documents**, form or any other documents forming part of the contract on behalf of another's, shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the person(s) 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.

7) 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. Name and address of permanent representative, of the tenderer if any, may also be indicated with due attestation by the concerned tenderer while submitting the tender documents.

8) The bidders fulfilling all the criteria of Technical bid(s) mentioned in Schedule-I will be qualified technically and the price bid of the technically qualified bidder will be opened for further action.

9) (a) The Institute (**NRRI**) is not bound to accept the lowest **price quoted by the bidders** or any other tender(s) and also reserve to itself the right **to** accept the tender(s) in whole or in part. **Bidders** are however at liberty to Tenders for the whole or any portion or to state **clearly** in the tender(s) **documents** that the rates quoted shall apply only if the tenders are considered fully. Other conditional tender(s) **documents** will not be accepted.

(b) **The NRRI, Cuttack has ascertained the item wise base rate considering the prevailing minimum wages and other statutory dues and any rate quoted by the bidders less than the base price will not be accepted for consideration. Selection of the bidder will be made solely on the lowest rate above the base price for any item. Afterwards, work order will be issued after execution of the agreement with NRRI, Cuttack.**

(c) Execution of the work will be done as per the requirement **received from the concerned indenter from** time to time throughout the contract period by issuing **work order** and payment will be made **after satisfactorily** completion of the work.

10) **3% of the total Annual Contract Value of security deposit** will be deposited by the agency / **Contractor** 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 **satisfactory** completion of the work period on receipt of written request.

11) If the work awarded **to the successful bidder**, it is incumbent **upon** 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 **of the concerned contractor** will be cancelled automatically **without any notice**. The concerned contractor will be blacklisted and the EMD / Security deposit will be forfeited.

12) During the (operation) subsisting of the contract 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.

13) No interest on security deposit shall be paid by the Institute to the tenderer.

14) 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.

15) 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.

16) 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. In this regard, the Arbitration proceedings shall be governed by the Arbitration & Constitution Act.1996.

17) 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.

18) The contractor will have to make monthly payment even without receiving payment from NRRI.

Yours faithfully,

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

MINIMUM ELIGIBILITY CONDITIONS :-

Bidders should

- (a) be registered under the Indian Companies Act/ Partnership Act. Attested copy of the valid Registration Certificate as per the existing norms indicating the legal status of the Company/Partnership /proprietorship Firm is to be produced for verification on demand and **valid Labour License** should be furnished.
- (b) Having been registered with GST Authorities (Copy of the registration certificate and payment certificate should be enclosed).
- (c) I.T. return filed by the Agency for the year **2017-18, 2018-19 and 2019-2020** should be enclosed.
- (d) The terms and conditions in the Tender documents must be signed in each page and the tender documents sealed must be endorsed by the Authorized signatories of the Agency/Firm in token thereof.
- (e) Have been registered with EPF and ESI Authority. Attested copy of the same should be furnished.

ADDITIONAL POINTS:-

1. All entries in the Tender Form should be writing legibly and filled clearly. If the space providing for furnishing of information which found insufficient, a separate sheet must be signed by the authorized signatory.

IN CLAUSE NO.3,:

Bidder should take into account of the NIT published and submit the Tender through online which will be floated in CPP Portal of the Government of India website well before the Scheduled date and time. Bidder in advance should prepare the bid documents to be submitted as indicated in the Tender schedule; if there is more than one documents, they should be clubbed together.

**TENDERS FOR THE CONTRACT FOR JOB WORK/SERVICE CONTRACT
FOR “VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS”
(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 “VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS” 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 “VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS” AT NRRI, CUTTACK-6” 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.

Witness: _____	Signature & Seal of the Tenderer
Address: _____	Telephone No. (Office):
Occupation: _____	Telephone No. (Resi.):
	Mobile No.:

Signature of witness to contractor’s signature

Address:

Name & Signature of witness:

Address:

SCHEDULE-I

TECHNICAL BID / ELIGIBILITY CONDITIONS

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 (2019-20 and 2020-21) of the bidder in the relevant 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.		
c)	Duly certified copies of the satisfactory services where the Tenderer is providing the services for the last two year i.e., 2019-20 and 2020-21 .		
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 i.e., 2020-21 of the service contract by the chartered accountant.		
h)	Minimum turnover of the firm not less than Rs.30.00 Lakhs (Rupees thirty lakhs only) during the last financial year i.e. 2020-21		
i)	The agency must have a registration with the contract labour (R&A) Act. 1970. The contractor shall obtain the labour licenses under this Act. to deploy 100 numbers of workmen per day.		
j)	The details of worker including their names and address (Minimum 50) may be provided who are registered by them under EPF & ESI. Documentary proof of ECRs copy of EPF of last two years i.e., 2019-20 and 2020-21 should be attached with the monthly contribution of EPF&ESI.		
k)	I.T. return filed by the Agency for the year 2017-18, 2018 - 19 and 2019-2020		

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 “VARIOUS SEASONAL AGRICULTURE/FARM OPERATION WORKS” (UNSKILLED NATURE) AT NRRI, CUTTACK-6

Scope of work:

Schedule of Tender for “Various Seasonal Agricultural Operation/Farm Operation Works” at NRRI, Cuttack-6. The tender should quote the rates for item mentioned below.

Specification for General Agricultural Operation Works at NRRI, Cuttack-6 (Approximate Area: 200 Acres)

Sl. No.	Description of Works	Unit
I	Nursery operations	
1	Seed bed preparation and sowing of rice nursery (<i>bund</i> 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 (<u>up to 50</u>)	Per acre
2	Seed bed preparation and sowing of rice nursery (<i>bund</i> 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 (<u>more than 50</u>)	Per acre
II	Field/ Pot/ Tray preparation	
3	Field preparation (Ploughing/Puddling, initial followed by the final) by using office Tractor with fuel	Per acre
4	Field preparation (Ploughing/Puddling, once) by using office Power Tiller with fuel	Per acre
5	Field bund raising and side trimming of various width and height	Per Rmt
6	Making <i>bunds</i> between sub-plot treatments and putting of plastic sheets/films for creation of barriers to prevent flow of water, fertilizer etc.	Per Rmt
7	Puddling by spade in the area where Tractor and Bullock operation are not possible such as Cement Tanks in A-block	Per m ²
8	Field leveling/laddering (After Ploughing/Puddling by using Farm Bullocks/hand levelling)	Per acre
9	Pot preparation (collection of soils, filling of pots up to ³ / ₄ th depth) [6" X 6" size]	Per Pot
10	Pot preparation (collection of soils, filling of pots up to ³ / ₄ th depth) [8" X 8" size]	Per Pot
11	Pot preparation (collection of soils, filling of pots up to ³ / ₄ th depth) [10"X10" to 12"x12" size]	Per pot
12	Preparation of tray (soil filling) and seed sowing (Tray size: 30"X18"X15")	Per Tray
III	Main field Sowing/ transplanting	

13	Seedling, uprooting and line transplanting of rice 10 c.m. X 15 c.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)	Per acre
14	Seedling, uprooting and line transplanting of rice 10c.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)	Per acre
15	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)	Per acre
16	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)	Per acre
17	Seedling, uprooting and line Transplanting (Experimental plots): Transplanting of rice in experimental plots where numbers of varieties to be transplanted <u>upto 50 varieties/ breeding lines/ accessions</u> 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.	Per acre
18	Seedling, uprooting and line Transplanting (Experimental plots): Transplanting of rice in experimental plots where numbers of varieties to be transplanted <u>between 50-100 varieties/ breeding lines/ accessions</u> 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.	Per acre
19	Seedling, uprooting and line Transplanting (Experimental plots): Transplanting of rice in experimental plots where numbers of varieties to be transplanted of <u>more than 100 varieties/ breeding lines/ accessions</u> 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.	Per acre

20	Direct sowing in dry soil (Both rice and non-rice crops like green gram, black gram, soybean, cowpea, maize etc.)	Per acre
21	Line sowing with 3-5 seed/hill including rope holding (15c.m. X 20 cm) (<u>upto 50 varieties/ breeding lines/ accessions</u>)	Per acre
22	Line sowing with 3-5 seed/hill including rope holding (15c.m. X 20 cm) (<u>50 to 100 varieties/ breeding lines/ accessions</u>)	Per acre
23	Line sowing with 3-5 seed/hill including rope holding (15c.m. X 20 cm) (<u>more than 100 varieties/ breeding lines/ accessions</u>)	Per acre
24	Line sowing with 3-5 seed/hill including rope holding (10c.m. X 15 cm) (<u>upto 50 varieties/ breeding lines/ accessions</u>)	Per acre
25	Line sowing with 3-5 seed/hill including rope holding (10c.m. X 15 cm) (<u>50 to 100 varieties/ breeding lines/ accessions</u>)	Per acre
26	Line sowing with 3-5 seed/hill including rope holding (10c.m. X 15 cm) (<u>more than 100 varieties/ breeding lines/ accessions</u>)	Per acre
27	Line sowing with 3-5 seed/hill including rope holding (10c.m. X 20 cm) (<u>Upto 50 varieties/ breeding lines/ accessions</u>)	Per acre
28	Line sowing with 3-5 seed/hill including rope holding (10c.m. X 20 cm) (<u>50 to 100 varieties/ breeding lines/ accessions</u>)	Per acre
29	Line sowing with 3-5 seed/hill including rope holding (10c.m. X 20 cm) (<u>more than 100 varieties/ breeding lines/ accessions</u>)	Per acre
30	Line sowing with 3-5 seed/hill including rope holding (15c.m. X 15 cm) (<u>Upto 50 varieties/ breeding lines/ accessions</u>)	Per acre
31	Line sowing with 3-5 seed/hill including rope holding (15c.m. X 15 cm) (<u>50 to 100 varieties/ breeding lines/ accessions</u>)	Per acre
32	Line sowing with 3-5 seed/hill including rope holding (15c.m. X 15 cm) (<u>more than 100 varieties/ breeding lines/ accessions</u>)	Per acre
IV	Intercultural operations	
33	Gap filling	Per acre
34	Hand weeding in transplanted rice (Once)	Per acre
35	Mechanical weeding with Cono Weeder (Once)	Per acre
36	Weeding in direct seeded rice (twice; i.e. 20 and 40 days after weeding)	Per acre
37	Weeding in non-rice crops	Per acre
38	Cleaning and maintenance of irrigation and drainage	Per Rmt

	channels	
39	Grass cutting and cleaning in bunds	Per Rmt
40	Intercultural operation (soil loosening between rows, ridge formation etc.) in non-rice crops like groundnut and maize etc.	Per acre
41	Fertilizer application (once)	Per acre
42	Application of Pesticides (Broadcasting) in the experimental plots / Farm field with proper Personal Protective Equipment etiquettes to be provided by Office	Per acre
43	Spraying of Pesticides in the experimental plots / Farm field (with proper Personal Protective Equipment etiquettes to be provided by Office)	Per acre
44	Irrigation of experimental/ seed production plots	Per acre
45	Irrigation of cement <i>bunded</i> demonstration plots of 20m x 5m size	Per plot/ irrigation
V	Harvesting	
46	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%, proper winnowing and bagging)	Per acre
47	Harvesting (Experimental plots): Harvesting and threshing of rice in experimental plots where numbers of varieties upto 50 varieties/ breeding lines/ accessions 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%, proper winnowing and bagging)	Per acre
48	Harvesting (Experimental plots): Harvesting and threshing of rice in experimental plots where numbers of varieties 50 to 100 varieties/ breeding lines/ accessions 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%, proper winnowing and bagging)	Per acre
49	Harvesting (Experimental plots): Harvesting and threshing of rice in experimental plots where numbers of varieties more than 100 varieties/ breeding lines/ accessions 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%, proper winnowing and bagging)	Per acre
50	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%, proper winnowing and bagging)	Per acre
51	Harvesting by reaper, bundling, Transportation, Threshing, Winnowing, Cleaning and Drying grains to 12% moisture content (with office reaper and fuel)	Per acre
52	Harvesting by Combine harvester, Transportation, Cleaning, Bagging and drying grains to 12% moisture content (with office Combine and fuel)	Per acre

VI	Specific operations	
53	Crossing: Emasculation and pollination of spikelet to generate 40-50 F1 (crossed) seeds from each cross combination	Per 100 F1 spikelet's
54	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
55	Rouging of the off-type plants (once)	Per acre
56	Carrying pots from outside to dark chamber/ heat chamber and bringing back after imposing treatment inside RGA/TGT	Per 50 pots
57	Washing of soil samples with the help of Cobb's sieving and decanting techniques	Per 25 samples
58	Bird scaring (6.00-10.00 AM in the morning and 3.00 – 6.00 PM in the evening hours)	Per acre
59	Making conical heap of paddy straw (minimum 500 qtls)	Per heap
60	Daily stock feeding of bullocks at regular interval (one unit of bullock shed consist of 10 adult bullock) & Daily cleaning and washing of bullock shed (600 sq ft) (The amount should be proportionate to the bullock number)	Per one bullock unit per month
61	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.
62	Rinsing and washing of double layered polycarbonate sheets of OTCs (both inner and outer side) with detergent and cleansing solution	Per 10 m ²
63	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
64	collection of intact rice plant, washing and processing for taking fresh weight and dry weight of plant sample	Per 5 hills
VII	Plant/soil sampling and processing	
65	Plant sampling from the field with spade up to 15 cm depth/ Plant sampling from the field	Per sample
66	Soil sampling from field using augur/core sampler (undisturbed soil sample collection from field at depth interval up to 60 cm.)	Per sample
67	Sample harvesting and processing (Cutting of a hill, leaf separation, panicle detachment & packeting)	Per 10 hills
68	Whole root sampling from pots (standard size) / field, separation and washing	Per hill/ per pot
69	Collection of false smut infected panicles	Per 100 panicles
70	Single panicle threshing without disturbing the false balls, separation, counting and weighing of filled grain, chaffy	Per 100 panicles

	grains and false smut balls	
71	Identification of true-to-type panicle, their collection from farm field, threshing, cleaning and picketing for sowing	Per 100 panicles
72	Threshing, cleaning and packing of panicles	Per 100 panicles
73	Grain & sterile spikelet separation and counting of grain & chaff	Per sample
74	Counting of panicles	Per m ²
75	Counting and recording 100 grain weight, Recording Grain length & width	Per 100 samples
76	Cleaning, de-husking, polishing, separation of whole rice and broken rice, grinding and sieving of grain powder (around 50 gm of paddy grains each)	Per 100 Sample
77	Sample processing for micronutrient work (Cleaning, drying, hulling, milling, weighing, digestion, filtration) (around 50 gm of paddy grains each)	Per 100 sample
78	Collection of transgenic plant samples from transgenic net house, their storage and processing of samples (from standard size pot)	Per 5 pots
79	Collection and storage of transgenic seeds, viability testing and discarding of transgenic material following standard procedures	Per 5 plants
80	Filling up tips in micro tip boxes (standard size) followed by sterilization in autoclave	Per box
81	Tagging and collection of Leaf samples in ice boxes from the field/ net house	Per sample
82	Powder/grinding of plant samples	Per sample
83	Collection of spikes for immature embryo/anther culture	Per spike
VIII	Activities to be carried out simultaneously	
84	Preparation of mat type nursery	Per 400 m ²
85	a) Cleaning of lab equipment, furniture, glass partition, storage racks etc. and spraying of miticide /fumigation b) Dusting, cleaning, of racks and tables, arranging books on shelves in the library	Per unit/ day
86	Cleaning of glass wares and plastic wares	Per unit/ day
87	Sterilization of glassware/plastic wares and similar laboratory activities	Per unit/ day
88	Thinning and harvesting of azolla culture & preparation and filling of nutrient solution	Per 30 pots
89	Planting of fruit crops and silvicultural crops (pit digging, filling with soil and manures and planting)	Per plant/ pit
90	Application of manures, fertilizers and pesticides on fruit and forest crops (once)	Per plant/ pit

91	Application of irrigation on fruit and forest species (during dry season)	Per pit
92	Pruning, thinning and trimming of fruit and forest species (once in a year)	Per tree
93	Sowing/transplanting of vegetable and ornamental crops	Per 100 m ²
94	Intercultural operation (application of fertilizers, irrigation, spraying, if required) in vegetable and ornamental crops	Per 150 m ²
95	Harvesting of vegetable and ornamental crops	Per 150 m ²
96	Cutting of paddy straw bundle, soaking in water, inoculation with spawn and covering	Per 20 beds
97	Harvesting of mushroom (once)	Per 20 beds
98	Daily stock feeding, cleaning and foraging of poultry birds/duck/goat (one composite unit consists of 20 poultry birds, 20 duck and 5 goats) (should be paid proportionately)	Per unit/day
99	Sampling of fish for observation (including netting, taking observation of fish etc.)	Per sample
100	Netting of fish (once in each system) (Fishing Net will be provided by Contractor)	Once in each farming system
101	Netting of fish (once in each system) (Net will be provided by Office)	Once in each farming system
102	Irrigating pots as per need	Per 100 pots once
IX	Phenotyping for BPH/GM/LF/GLH/WBPH/YSB resistance/blast/sheath blight/brown spot/false smut/sheath rot/tungro/bacterial blight/nematode/tolerance	
103	Agricultural operation works of Phenotyping for BPH/ GM/ LF/ GLH/ WBPH/ YSB resistance/ blast/ sheath blight/ brown spot/ false smut/ sheath rot/ tungro/ bacterial blight/ nematode/ tolerance round the year	Any one unit/ 50 pots/ day
X	Operation works of Gene Bank/net-house/ROS	
104	Cleaning of gene bank/rain-out shelter/net-house surroundings (weeding, brooming, etc.) (once)	Per m ²
105	Packeting, stickering, sealing and taking out of seeds for indenters	Per 5 trays
106	Arrangement of Germplasm packets in trays/shelves	Per 20 trays
XI	Operation works RGA	

107	Raising (filling soil in pot, mixing and planting/sowing) of plants in RGA (photoperiod of high temperature/low temperature)	Per pot/day
XII	Maintenance of salinity micro-plots, net-house and evaluation/screening for salinity tolerance	
108	Putting germinated seeds on Styrofoam (2'x2' tray)	Per tray/ day
109	Filling trays with nutrient solution and fixing Styrofoam and change of nutrient solution (2'x2' tray)	Per tray/ day
110	Pot preparation (10" x 10") with gravels and soil for reproductive stage salinity screening	Per pot/ day
111	Salinity tank preparation (puddling and leveling with spade)	Per m ²
112	Sowing in salinity tank	Per row
113	Planting in salinity tank	Per row
114	Salt mixing, watering and water drain out to maintain the required salinity on everyday basis at salinity tank	Per m ² / day
115	Hand weeding, soil loosening, thinning and roughing at salinity tank	Per m ²
XIII	Periodical grass cutting and cleaning of premises of Agro meteorological unit of NRRI, Cuttack	
116	Cutting of grasses and bushes from the premises and removal of creepers along the fencing and disposal of stubbles etc. from the meteorological unit (area 60m x 40m) (Once)	One time
117	Cleaning of USDA Open Pan evaporimeter and others meteorological instruments (Once)	One time
XIV	Agricultural operations under drought experiment (Rain out shelter or stressed upland)	
118	Fixing and removal of moisture meter tubes (involving careful digging ≥ 100 cm and putting tubes and packing tightly with soil)	1 tube
119	Fixing and removal of tensiometer/ moisture meter tubes (involving careful digging up to 1 metre and putting tubes and packing tightly with soil)	Per unit
120	Putting pots under moisture stress for drought experiments (Pots size should be at least 12"), weighing/ watering for recording necessary parameters	1 pot/ day
121	Fixing and removal of Piezometer of 6 inch (involving careful digging up to 2 m and packing tightly with soil and sand)	1 tube
122	Rinsing and washing of double layer of polycarbonate sheet in Rain out shelter (Polycarbonate sheets are fixed above 1.5' and continue up to 15' and slanting both sides) (Both inner and outer side) with detergent and washing solution etc. Cleaning of side walls and top of roof of ROS	10 m ²

123	Removal of bricks from root study structure and washing of soil in water jet in ½ inch irrigation pipe	1 plant
XV	Agricultural operation for Coordination activity by AICRIP Unit at NRRI	
124	Cleaning of Seed boxes (45 x 30 x 27 cm), drying, putting fumigants and mixing of seeds	1 box
125	Handling seed parcels of trial entries from cooperating centers (bigger packets more than 20 kg; with 30-40 small packets), separating entries, drying, winnowing and putting into separate boxes as per trial	1 packet
126	Weighing seeds of each entry and separately keeping them in polythene packets (200-250 g of seeds have to be put in each polythene pack), stapling packs, putting labels (2 labels /pack)	10 sachets
127	Arrangement of polythene packets (40-64), packing in cotton clothes, stitching cloth bag, putting in cartons, carton packing (45 x 30 x 27 cm) and labelling	5 cartons
128	Loading and unloading of cartons for carrying and dispatching to collaborating centers	10 cartons

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) (a) The rate quoted should be valid for a minimum period of one year with effect from the date of award of the Contract. The contract may be extended further upon satisfactory performance of the contractor and agreed upon by both parties.

(b) **The NRRI, Cuttack has ascertained the item wise base rate considering the prevailing minimum wages and other statutory dues and any rate quoted by the bidders less than the base price will not be accepted for consideration. Selection of the bidder will be made solely on the lowest rate above the base price for any item. Afterwards, work order will be issued after execution of the agreement with NRRI, Cuttack.**

(c) Execution of the work will be done as per the requirement from time to time throughout the contract period by issuing Indent Execution Order (IEO) and payment will be made after satisfactorily completion of the work.
- 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 carry out 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 7th 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) In case 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.” The Director, NRRI has no liability towards the employment of the manpower/ Labourers provided by the Agency”

- 9) The selected bidders 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) 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 and engaged by the contractor.
- 11) 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.
- 12) Payment for service contract will be made monthly upon submission of pre-receipted bill and certified by the concerned indenter
- 13) **(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 etc. 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”.
- 14) **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.**
- 15) 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.
- 16) Income Tax will be deducted from the payments due for the work done as per rule.
- 17) Changing of Staff should be intimated to the Caretaker.
- 18) The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract.
- 19) (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 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.
- 20) 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 failing which the tender is to be cancelled.
 - 21) 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, contract labour (R&A) Act,1960, BOCW(RE&CS) Act,1996 uniform liveries, OTA etc.
 - 22) **Risk Clause:** NRRI, Cuttack-6 reserves the right to discontinue the Job service contract 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.
 - 23) The selected agency shall provide the work man preferably within age group of below 25-50.
 - 24) The workman to be deployed should be paid the minimum wages by the payment should be made in front of the authorized of this Institute and a certificate in this regard should be furnished on body of the payment wages register while submitting the bill.
 - 25) 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)
 - 26) 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.
 - 27) The worker of the agency shall not take part in any agitation activities inside the campus.

LIQUIDATED DAMAGES CLAUSE:

- 1) Any misconduct/misbehavior on the part of the manpower deployed by the Contractor /Agency/Firm will not be tolerated and such person(s) will have to be replaced immediately.
- 2) An amount equivalent to actual loss on research due to negligence of the contractor/Agency/ Firm will be assessed by the Scientist/P.I. concerned/Farm Advisory Committee and will be levied/recovered from the Bills of the contractor responsible for such losses. Further, whenever and wherever it is found that the work is not up to the mark in due course of time as and when required by the Scientist/P.I. concerned, it will be brought to the notice of the supervisory staff/contractor/Firm and if no action is taken within an hour and in case it happens again and again without prior information /notice to the authority, the contractor/Agency/Firm will be Black listed and liquidated damages clauses will be invoked.
- 3) 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)

BID SECURITY DECLARATION
(To be given on letter head)

I/ We M/s. _____ do hereby declare that if I/we withdraw or modify our bid during period of validity, I/we shall be suspended for the time specified in the tender documents.

Signature with seal of the Bidder

Date:

Place:

Note: This letter of authority should be on the **letter head of the quoting firm** and should be signed by a person competent and having the power of attorney to bind the same, otherwise the firm will be disqualified.