



भा.कृ.अनु.प.—भारतीय कृषि अनुसंधान संस्थान

ICAR- INDIAN AGRICULTURAL RESEARCH INSTITUTE

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सेवा में,

सहायक प्रशासनिक अधिकारी
आनुवंशिकी संभाग एण्ड एन.पी.एफ.
एण्ड लोकल एडमिन (ई-ऑफिस)
भारतीय कृषि अनुसंधान संस्थान
नई दिल्ली-110012

विषय : भारतीय कृषि अनुसंधान संस्थान, क्षेत्रीय केन्द्र, पूसा (बिहार) का ए.आर.सी. (ARC) अनुसंधान एवं विभिन्न प्रक्षेत्र कार्यों विवरण के संबंध में।

महोदय,

आपके द्वारा प्रेषित ई-मेल दिनांक शनिवार 10 दिसम्बर 2022 के माध्यम से भेजी गई विषयक ए.आर.सी. (ARC) का निविदा नियम व शर्तों को स्वीकृति करके आगे का प्रशासनिक कार्यवाही के लिए प्रेषित किया जाता है।

धन्यवाद।

अध्यक्ष (कार्यकारी)

भारतीय कृषि अनुसंधान संस्थान
क्षेत्रीय केन्द्र, पूसा, बिहार

संलग्नक-1

अनुसंधान, बीज उत्पादन एवं प्रक्षेत्र कार्यो का मांगपत्र (इन्डेन्ट)

भा.कृ.अनु.प.भारतीय कृषि अनुसंधान संस्थान, क्षेत्रीय केन्द्र, पूसा, समस्तीपुर (बिहार) के विभिन्न अनुसंधान, बीज उत्पादन एवं प्रक्षेत्र कार्यो का विवरण निम्न प्रकार से है।

S.N.	Field operation and work description	Unit	Rate per unit with Taxes (In Rs.)
1	RICE		
1.01	Preparation of nursery bed and sowing of nursery	Per acre	
1.02	Uprooting of seedlings from nursery, Seedling treatment by dipping in solution for 4-6 hrs and Transplanting as per specified layout with rope	Per acre	
1.03	Puddling work: Including irrigation, cleaning of bunds, levelling after puddling and basal application of NPK (Machinery provide by Institute)	Per acre	
1.04	Spraying of insecticide/ herbicide	Per acre	
1.05	Threshing and cleaning/winnowing of produce including loading and unloading in office store and removal of straw debris	Per acre	
1.06	Removal of paddy straw left over after harvesting	Per acre	
1.07	Preparation of nursery beds for sowing (bed size 4x3 m2)	Per bed	
1.08	Preparation of bunds in main field (bund width of 75 cm each)	Per 100 meters	
1.09	Making furrow(1 m each) for nursery sowing of single plant	Per 100 furrows	
1.1	Nursery sowing and covering with soil (1 m each)	Per 100 rows	
1.11	Nursery weeding (bed of 4x3 m2)	Per bed	
1.12	Nursery uprooting (1 m each)	Per 100 rows	
1.13	Shifting of nursery to main field	Per 10 trays	
1.14	Manual leveling of field before transplanting	Per 100 m2	
1.15	Field layout before transplanting	Per 1000 m2	
1.16	Transplanting of trials (12 m2plot)	Per 1000 m2	
1.17	Handling of rope during transplanting	Per 1000 m2	
1.18	Transplanting of bulk material	Per acre	
1.19	Fixing of isolation sheet in hybrid seed production plot (Digging 1 feet deep hole, fixing bamboo in it and stitching isolation sheet on it)	Per 10 meter/10 bamboo	
1.2	Transplanting of CMS multiplication/hybrid seed production plot	Per 100 m2	
1.21	Transplanting of breeding material (SP progenies)/germplasm / RIL's	Per row (4.5m each)	
1.22	Cleaning and maintenance of bunds in main field	Per 100 meters	
1.23	Rouging in CMS multiplication/ hybrid seed production plot	Per 100 m2	
1.24	Rope pulling in CMS multiplication/hybrids seed production plot	Per 100 m2	
1.25	Spraying of GA3 using knapsack sprayer	Per 100 m2	
1.26	BLB inoculation	Per 100 plants	
1.27	Recording of BLB lesion length (5 leaves per plant)	Per 100 plants	
1.28	Hand emasculation and pollination in normal varieties	Per 10 panicles	
1.29	Hand emasculation and pollination in CMS lines	Per 10 panicles	
1.3	Spraying of insecticides/herbicides/fungicides	Per acre	
1.31	Harvesting and threshing of single plant	Per 100 plants	
1.32	Collection of panicles from plots/hills	Per 100 panicles	
1.33	Recording single plant data on yield and yield components(tiller number, plant height, panicle length)	Per 100 plants	

1.34	Counting of filled grains/panicle	Per 50 panicles	
1.35	Cleaning and drying of seeds of trial	Per 100 kg	
1.36	Harvesting and threshing	Per plot of 12 m ²	
1.37	Bulk harvesting and threshing	Per 1000 m ²	
1.38	Removal of isolation sheet and bamboo	Per 10m x 10bambo	
1.39	Mixing of B/R lines seedlings (different dates) before transplanting	Per 100 m ²	
1.4	Irrigations in nursery bed 4x3m ²	Per bed	
1.41	Application of micronutrient solution in nursery bed using knapsack sprayer (bed size 4x3m ²)	Per bed	
1.42	Removing of flouting crop residues/debris in puddled main field before transplanting	Per 100 m ²	
1.43	Weeding in (Rice Crop)	Per acre	
2	WHEAT		
2.01	Field preparation, layout & sowing	Per acre	
2.02	Harvesting, Threshing by combine machine (Provide by Institute) including bagging, loading, unloading and stacking in office godown	Per acre	
2.03	Preparation of plot, sowing by hand, pull of hand roller after sowing & bund making in different size of plots (approx 7.2 m ² /14.4 m ² /24 m ²)	Per plot	
2.04	Harvesting, Threshing and cleaning manually/by hand in different size of plots (approx 7.2 m ² /14.4 m ² / 24 m ²)	Per plot	
2.05	Pre- emergence herbicide application in different size of plots (approx 7.2 m ² /14.4 m ² /24 m ²)	Per plot	
2.06	Harvesting, Threshing and cleaning including loading and unloading of single plants	Per plant	
2.07	Harvesting, Threshing and cleaning including loading and unloading of single line	Per line	
2.08	Harvesting, Threshing and cleaning including loading and unloading of ear	Per ear	
2.09	Observation on single plants	Per plants, per character	
2.1	Emasculation & pollination	Per cross	
2.11	Ear bagging	Per Sample	
2.12	Collection of Spike	Per Spike	
2.13	Sowing and covering of seeds in 4 m row	Per row	
2.14	Dibbling/seeding manually in plot (2 rows x 5 m)	Per plot	
2.15	Emasculation and pollination	Per 25 spikes	
2.16	Recording data (no. of tillers, plant height, spike length, peduncle length, spikelet no./spike, filled grains/spike.)	Per plant	
2.17	Recording biological yield of 1m row	Per meter	
2.18	Number of tillers per meter	Per meter	
2.19	Single spike threshing	Per spike	
2.2	Single plant harvesting & threshing	Per plant	
2.21	Harvesting and threshing one meter row length	Per row	
2.22	Harvesting and threshing per plot (1.38m x 5m)	Per plot	
2.23	Harvesting and threshing per plot (6m x 1.2m)	Per plot	
2.24	Harvesting and threshing of plot (0.45x 5 m)	Per plot	
2.25	Wheat Crop residue spread	Per acre	
2.26	Biomass assessment in wheat Plot 6X1.5m	Per plot	

2.27	Mannual weeding in wheat	Per acre	
2.28	Preparing wheat seed for off season nursery 50- to 100gm sample	Per sample	
2.29	Cleaning of seed after harvest (per 6x1.5m Plot)	Per plot	
2.30	Weeding with kasola	Per acre	
2.31	Weeding with Khurpi	Per acre	
3	MAIZE		
3.01	Field preparation, layout & sowing	Per acre	
3.02	Harvesting and removal of dry straw from field	Per acre	
3.03	Shelling of cobs	Per tones	
3.04	Cob length	5 cobs per plot	
3.05	Counting of grain per cob	5 cobs per plot	
3.06	Sowing and covering of seed in 3 m row	Per row	
3.07	Silking per plant	Per plant	
3.08	Tasseling per plant	Per plant	
3.09	Separation, weighing and de-husking of green cobs per 5m row	Per row	
3.1	Harvesting, collection and packing of cobs of single row of 3 m	Per row	
3.11	Separation of cobs from plants	Per acre	
3.12	De-husking of cob in 3 m row	Per row	
3.13	Separation of kernel from cob	Per cob	
3.14	Drying of cobs and seed on daily basis	Per 100 samples	
3.15	Harvesting of baby cob per picking per 3 m row	Per row	
3.16	Data recording i.e. plant stand, plant height/ cob height / no of cob, kernel row , no of kernel, cob length , cob girth, 100 kernel weight (per 3m row): 2 man-days for 100 rows is needed	Per row	
3.17	Biomass weight per row of 3 m	Per row	
3.18	De-tasseling during seed production	Per acre	
3.19	Harvesting male line/acre in seed production plots	Per acre	
3.2	Harvesting female line in seed production plots	Per acre	
3.21	Maize crop residue spread	Per acre	
3.22	Maize residue chopping	Per acre	
3.23	Manual weeding Maize	Per acre	
3.24	Recording of baby corn parameters VIZ. Length, width, 5 cob weight	Per 3M row	
3.25	Weeding with kasola - Kharif season (Maize)	Per acre	
3.26	Weeding with khurpi - Kharif season (Maize)	Per acre	
3.27	Weeding with khurpi - Rabi season (Maize)	Per acre	
3.28	Weeding with kasola - Rabi season (Maize)	Per acre	
4	PEARL MILLET		
4.01	Opening the furrow with plough, sowing and covering the seed per 3 m row	Per 100 row	
4.02	Selfing	Per spike	
4.03	Emasculation and pollination	Per spike	
4.04	Screening of male fertile/sterile plants of 3m row (@20 plants per 3m row)	Per row	
4.05	Data recording (includes plant height, spike length, spike thickness, no. of tillers)	Per plant	
4.06	Harvesting of spike per 3m row	Per row	
4.07	Harvesting of plants from base and removal from field of 3m row	Per row	
4.08	Harvesting bundling and taking the spikes out	Per 5 meter row	
4.09	Harvesting of spike per 3m row	Per row	

4.1	Harvesting of plants from base and removal from field of 3m row	Per row	
4.11	Harvesting bundling and taking the spikes out	Per 5 meter row	
4.12	Weighing of spikes and fodder of 3m row basis	Per row	
4.13	Threshing single ear head basis	Per single ear	
4.14	Threshing row basis (3m row)	Per row	
4.15	Removal of spikes and their threshing	Per acre	
4.16	General harvesting of spikes	Per acre	
4.17	Weeding with kasola - Kharif season	Per acre	
4.18	Weeding with khurpi - Kharif season	Per acre	
4.19	Weeding with khurpi - Rabi season	Per acre	
4.2	Weeding with kasola - Rabi season	Per acre	
5	CHICKPEA, MOONGBEAN, LENTIL, SOYBEAN		
5.01	Emasculation and pollination	Per 20 buds	
5.02	Harvesting & threshing single row of 2 m length	Per row	
5.03	Harvesting & threshing single row of 5m length	Per row	
5.04	Preparation of Seed packet for sowing	Per 100 pkt.	
5.05	Harvesting and threshing single plant	Per plant	
5.06	Harvesting & threshing of plots (5m x 1.5m)	Per plot	
5.07	Harvesting and threshing of plot (5m x 2.1 m plot)	Per plot	
5.08	Recording data on single plants (Plant height, counting primary and secondary branches, pods, seeds per pod)	Per plant	
5.09	Harvesting and Threshing - general	1 Acre	
5.1	Weeding with kasola - Kharif season (Pearl Chickpea, Moongbean, lentil, soybean)	Per acre	
5.11	Weeding with khurpi - Kharif season (Pearl Chickpea, Moongbean, lentil, soybean)	Per acre	
5.12	Weeding with khurpi - Rabi season (Chickpea, Moongbean, lentil, soybean)	Per acre	
5.13	Weeding with kasola - Rabi season (Chickpea, Moongbean, lentil, soybean)	Per acre	
5.14	Field preparation, layout and sowing	Per row	
5.15	Harvesting, Threshing and cleaning including loading and unloading in office store and removal of straw debris	Per plant	
5.16	Plucking of mature pods	Per plant	
5.17	Harvesting & threshing of single plant	Per row	
5.18	Plucking of mature pods	Per row	
5.19	Observation of single plant	Per acre	
5.2	Emasculation & pollination	Per row	
5.21	Harvesting, Threshing and cleaning including loading and unloading of single plants	Per cob	
6	PIGEON PEA		
6.01	Emasculation and pollination	Per 50 buds	
6.02	Selfing	Per 50 buds	
6.03	Selfing of individual inflorescence by selfing bags	Per 50 buds	
6.04	Screening of male fertile/sterile plants in 3 m row	Per row	
6.05	Plot harvesting and threshing (4.0m x 1.8 m plot)	Per plot	
6.06	Plot harvesting and threshing (4.0m x 5.0 m plot)	Per plot	
6.07	Harvesting, threshing and cleaning of 5 m row	Per row	
6.08	Harvesting, threshing and cleaning of 3 m row	Per row	
6.09	Harvesting, threshing and cleaning of single plants	Per plant	
6.1	Single plant field observations (Plant height, primary & sec	10 plants /entry	

9

	branches, main shoot length, Pod length, Seeds per pod, 100 Seed wt, Plant type-DT/IDT/erect /Spreading, Flower colour and Seed colour etc)		
6.11	Weeding with kasola - Kharif season (Pigeon pea)	Per acre	
6.12	Weeding with khurpi - Kharif season (Pigeon pea)	Per acre	
6.13	Weeding with khurpi - Rabi season (Pigeon pea)	Per acre	
6.14	Weeding with kasola Rabi season (Pigeon pea)	Per acre	
6.15	Field preparation, layout and sowing	Per acre	
6.16	Harvesting, Threshing and cleaning including loading and unloading in office store and removal of straw debris	Per acre	
6.17	Plucking of mature pods	Per plant	
6.18	Harvesting, Threshing and cleaning including loading and unloading of single plant	Per plant	
6.19	Observation on single plant	Per plant per character	
6.2	Preparation of plot, Layout & Sowing by hand (24 m2)	Per plot	
6.21	Pre-emergence herbicide application (24 m2)	Per plot	
6.22	Gap filing (24 m2)	Per plot	
6.23	Thinning (24m2)	Per plot	
6.24	Counting of plant (24m2)	Per plot	
6.25	Harvesting & Threshing by hand (24 m2)	Per plot	
6.26	Emasculation & pollination	Per cross	
7	MUSTARD		
7.01	Emasculation and pollination	Per 100 buds	
7.02	Selfing single plant with three ring selfing bags supported with bamboo sticks	Per 25 plants	
7.03	Selfing of Brassica inflorescence with selfing bags	Per 25 bags	
7.04	Harvesting and threshing of single row of 5m	Per row	
7.05	Single plant field observations (Plant height, primary & sec branches, main shoot length, siliquae on main shoot, seeds/siliqua, siliqua length, point to first branch)	Per plant	
7.06	Erecting pipes for selfing (In 50 cm deep hole for 1.5" pipe) + putting pipes on in 20" x 20" square	Per pipe	
7.07	Putting nets on pipes (10 m x 5 m x 3 m)	Per net	
7.08	Inoculation for white rust/Sclerotinia stem rot	Per 25 plants	
7.09	Single plant harvesting and threshing	Per plant	
7.1	Plot harvesting and threshing (5 m x 1.5m) plot after removing border row	Per plot	
7.11	Plot harvesting and threshing (5 m x 2.7m) plot after removing border row	Per plot	
7.12	Weeding with kasola - Kharif season Mustard)	Per acre	
7.13	Weeding with khurpi - Kharif season (Mustard)	Per acre	
7.14	Weeding with khurpi - Rabi season (Mustard)	Per acre	
7.15	Weeding with kasola - Rabi season (Mustard)	Per acre	
8	HORTICULTURE		
8.01	Field preparation, Layout of orchard	Per acre	
8.02	Preparation of nursery bed (10m X 1mX0.15m) and sowing of nursery	Per bed	
8.03	Pit digging (0.5mX0.5m)	Per pit	
8.04	Papaya fruit harvesting & seed extraction	Per 100 fruits	
8.05	Uprooting and transplanting sapling in pit/glass	Per 100 sapling	

8.06	Grafting in mango	Per unit	
8.07	Air layering of litchi, guava etc.	Per unit	
8.08	Vermi-compost pit filling, watering	Per pit	
8.09	Seed cleaning, seed drying and storing	Per kg	
9	COMMON FIELD WORK		0
9.01	Field layout	Per acre	
9.02	Plot sowing by hand plough	Per acre	
9.03	Plot sowing with tractor mounted machine	Per acre	
9.04	Marking lines with marker in the field	Per acre	
9.05	Dusting (manually) of crop with pesticide	Per acre	
9.06	1000 seed counting (Mustard and pearl millet)	Per 10 samples	
9.07	100 seed counting in all crops	Per 50 samples	
9.08	Seed treatment per packet (50-200 g)	Per 50 packets	
9.09	Preparation of seed packets	Per 50 packets	
9.1	Hand cleaning of seed	Per kg	
9.11	Hand cleaning of seed samples (50-200g)	Per sample	
9.12	Fixing bamboo/plastic sticks for labeling	Per 100 sticks	
9.13	Tying of labels on plant/sticks	Per 100 labels	
9.14	Selfing of single plants with net bag supported with bamboo	Per plant	
9.15	Selfing of plots- size 3 m x 3.6 m with net bag supported with bamboo	Per plot	
9.16	Weeding of net houses 400 sqm area	Per net house	
9.17	Cleaning around the net houses	Per net house	
9.18	Deep digging net-house 6 inch deep	Per m2 square	
9.19	Path and bund cleaning	Per acre	
9.2	Bird scaring per 5 acre plot (two shift)	Per 5 acre	
9.21	Bird scaring per 4 acre plot (two shift)	Per 4 acre	
9.22	Bird scaring per 3 acre plot (two shift)	Per 3 acre	
9.23	Bird scaring per 2.5 acres plot (two shift)	Per 2.5 acres	
9.24	Bird scaring per 2 acre plot (two shift)	Per 2 acre	
9.25	Bird scaring per one acre plot (two shift)	Per acre	
9.26	Bird scaring in pearlmillet and maize at maturity (two shift)	Per acre	
9.27	Bird scaring in pearlmillet and maize at maturity(two shift)	Per 2.5 acres	
9.28	Bird scaring in pearlmillet and maize at maturity(two shift)	Per 5.0 acre	
9.29	Irrigation	Per acre	
9.3	Harvesting and threshing with machines	Per acre	
9.31	Bulk threshing of crop - General	Per acre	
9.32	Bulk harvesting of crop- General	Per acre	
9.33	Harvesting and threshing of crop -General	Per acre	
9.34	Cleaning of harvested seed in field / lab	Per 50 kg	
9.35	Gap filling by transplanting	Per acre	
9.36	Rouging	Per acre	
9.37	Thinning (mustard, rice and pearl millet, maize, wheat)	Per acre	
9.38	Thinning (soybean, chickpea, mungbean, pigeon pea, and other crops)	Per acre	
9.39	Spreading of FYM in the field	Per acre	
9.4	Fertilizers Application / top dressing	Per acre	
9.41	Hill application of fertilizers/granules	Per acre	
9.42	Preparation of sticks/ pegs (90 cm) from raw bamboo	Per 100 sticks/pegs	

41

9.43	Spray of pesticides with tractor sprayer in field	Per acre	
9.44	Spray of pesticides with knap sack/foot pump sprayer in field	Per acre	
9.45	Removal of crop residue out from the field -General	Per acre	
9.46	Threshing of single spike in wheat/panicle in rice	Per panicle/spike	
9.47	Roughing in Nucleus/Breeder Seed Plots	Per acre	
9.48	Transplanting of rice for nucleus seed	Per acre	
9.49	Transplanting of vegetables	Per acre	
9.5	Preparing beds (flat/ridge) for vegetable sowing/ transplanting	Per acre	
9.51	Field emergence, speed of emergence and plant stand count of 5 meter row length	Per row	
9.52	Inoculation of plants	Per 25 plants	
9.53	Bulk/single plant observation of DUS characters (Ten traits)	Per 25 plants	
9.54	Weeding with kasola	Per acre	
9.55	Weeding with khurpi	Per acre	
9.56	Cleaning of channel/bunds	Per metre	
9.57	Making of bund/channel after sowing	Per meter	
9.58	Earthing up	Per acre	
9.59	Bird scaring (early morning to late evening)	Per acre per day	
9.6	Path and bund cleaning	Per meter	
9.61	Irrigation	Per acre	
9.62	Rouging (Removal of all unwanted plants)	Per acre	
9.63	Gap filling	Per acre	
9.64	Thinning	Per acre	
9.65	Harvesting by reaper	Per acre	
9.66	Harvesting by hand	Per acre	
9.67	Harvesting by combine harvester	Per acre	
9.68	Preparation of pegs & Pegging	Per 100 pegs	
9.69	Waxing of tag, tagging of selected plant	Per plant	
9.7	Rodent control	Per acre	
9.71	Seed treatment	Per quintal	
9.72	Preparation of seed samples for sowing including seed treatment	Per sample	
9.73	Seed germination	Per sample	
9.74	Sun drying of harvested material	Per sample	
9.75	Seed cleaning, Sun drying of seeds, Counting of 1000 seeds/100 seeds & Storage of seed	Per sample	
9.76	Ploughing by Kubota	Per 100m ²	
9.77	Cleaning of river bund	Per 100m ²	
9.78	Cleaning of irrigation/ drainage channel	Per metre	
9.79	Deepening/Dredging channel	Per metre	
9.8	Spray of herbicide on bunds, channels and roadside	Per 100 metre	
9.81	Cleaning of roads around farm campus	Per 100 metre	
9.82	Maintenance of Line haat/Guest house	Per 100m ²	
9.83	Mulching	Per 100m ²	
9.84	Pruning & Shifting of trees cutting material	Per Unit	
9.85	Data recording (height, weight, leaf area etc.) at different plant growth stages (30,60,90 DAS & at maturity)	5 plants per plot	
9.86	Measurement of Spike/ear/panicle length	5 plants per plot	
9.87	Grain counting	5 spike/ear per plot	
9.88	Collection, processing and grinding of plant sample	Per sample	

9.89	Seed drying	Per quintal	
9.9	Seed /Grain winnowing	Per quintal	
9.91	Seed processing/ grading and treatment	Per quintal	
9.92	Seed packing in 10gm, 20gm, 50gm and 100gm bag.	Per K.G.	
9.93	Seed weighing, bagging, packing & labelling in 1kg, 2kg, 5kg size of bags	Per quintal	
9.94	Seed weighing, bagging, packing & labelling in 10kg/20kg size of bags	Per quintal	
9.95	Seed weighing, bagging, packing & labelling in 40kg /50 kg size of bags	Per quintal	
9.96	Shifting of seeds from one to another godown /processing plant etc.	Per quintal	
9.97	Seed storing/Stacking form floor to storage	Per quintal	
9.98	Threshing by harvested crops	Per acre	
10	COMMON LABORATORY ACTIVITIES AND FIELD WORK ACROSS CROPS INCLUDING SEED TESTING ACTIVITIES AND POT CULTURE ETC.		
10.01	Sample preparation of leaf/seed for quality analysis	Per 25 samples	
10.02	Tagging of single plants and collection of leaf samples in liquid nitrogen	Per 25 samples	
10.03	Plant-wise harvesting of genotyped pollinator plants	Per 25 plants	
10.04	Grinding of samples for DNA isolation (5 g leaf)	Per 25 samples	
10.05	Preparation of glassware and plastic ware for RNA work through NaOH treatment DEPAAC water treatment sterilized through autoclaving	Per 25 pieces	
10.06	Sample preparation for enzyme/hormone analysis	Per 25 samples	
10.07	Washing and autoclaving of mortar-pestle and glass and plastic wares	Per 100 pieces	
10.08	Air drying, grinding and sieving of soil samples in the laboratory	Per 25 samples	
10.09	Bread making 100 g sample in wheat	Per 25 samples	
10.1	Biscuit making 500 g sample in wheat	Per 25 samples	
10.11	Chapatti making 300 g sample in wheat	Per 25 samples	
10.12	Help in sedimentation analysis in wheat	Per 25 samples	
10.13	Brix value estimation/cob for sweet corn/green cob (Maize)	Per 50 cobs	
10.14	Estimation of popping value (200 kernels per sample) in maize	Per 50 samples	
10.15	Estimation of kernel opaqueness through light box (200 seeds/sample) in maize	Per 50 samples	
10.16	Grinding of maize seed (50-100 seeds) samples for biochemical estimation	Per 50 samples	
10.17	Analysis of pollen fertility in all crops	Per 25 samples	
10.18	Hulling by palm husker of 25 grains/sample in rice	Per 25 samples	
10.19	Hand milling of 25 grains/sample in rice	Per 25 samples	
10.2	Grinding of rice grains of 4g/sample	Per 25 samples	
10.21	Hulling and milling of trial samples of 200g paddy in machines	Per 25 samples	
10.22	Preparation of samples, cooking and display of cooked rice from single plant selections in petridishes (10 grains per entry)	Per 25 samples	
10.23	Preparation of samples and data recording of rice grain dimensions (kernel length, width) before and after cooking	Per 25 samples	
10.24	Separation of head rice from milled rice samples obtained from 200g paddy samples	Per 25 samples	
10.25	Filling of pots with soil for sowing	Per 25 per pot	
10.26	Filling of pots and shifting plants in pots	Per 25 pots	
10.27	Filling of pots (4")	Per 25 pots	

9

10.28	Sowing in pots (4")	Per 25 pots	
10.29	Filling of trays (10" x 5" x 3")	Per 25 trays	
10.3	Sowing and planting in pots 12 inch x 14 inch pots	Per 25 pots	
10.31	Emptying of pots all sizes	Per 25 pots	
10.32	Sowing in tray 9 x 4 inch tray	Per 25 pots	
10.33	Preparation and sowing of seeds in plastic cups	Per 25 samples	
10.34	Pot filling and mixing of soil with FYM 12 inch x 14 inch pots	Per 25 pots	
10.35	Weeding and inter-culture in pots	Per 25 pots	
10.36	Irrigation in pots	Per 25 pots	
10.37	Laboratory analysis of soil and plant samples	Per 25 samples	
10.38	Collection of soil samples from the field, mixing and transporting	Per 25 samples	
10.39	Collection, processing and grinding of plant samples	Per 25 samples	
10.4	Sample preparation for physical purity	Per 25 samples	
10.41	Seed purity analysis	Per 25 samples	
10.42	Media (Substratum) preparation towel paper (BP), Top of Paper (TP), sand and/or Agar medium	Per 25 samples	
10.43	Seedling evaluation	Per 50 samples	
10.44	Planting of samples in different substratum for seed germination	Per 50 samples	
10.45	Preparation of seed samples for electrical conductance	Per 50 samples	
10.46	Reading of electrical conductance from soaked seed	Per 100 samples	
10.47	Preparation and conditioning of seed samples for accelerated ageing test (AAT) under controlled environment (40°C, 100% RH)	Per 100 samples	
10.48	Preparation of seed samples for seedling growth	Per 100 samples	
10.49	Seedling measurement	Per 100 samples	
10.5	Preparation and conditioning of seed samples for tetrazolium test (TZ)	Per 25 samples	
10.51	Evaluation of embryo staining	Per 25 samples	
10.52	Filling of tip boxes and sterilization	Per 25 box	
10.53	Preparation of samples for germination test	Per 25 samples	
10.54	First count during germination test	Per 25 samples	
10.55	Final count during germination test	Per 25 samples	
10.56	Root and shoot length observations on 10 seedlings from each sample	Per 25 samples	
10.57	Dry weight observation on 10 seedlings from each sample	Per 25 samples	
10.58	Preparation of solutions/chemicals for seed treatment	Per 25 samples	
10.59	Treating the seed with various chemicals/coating priming etc.	Per 25 samples	
10.6	Plating of fungi	Per 25 plates	
10.61	Counting 100, 50 and 25 per seeds sample	Per 25 samples	
10.62	Cleaning of seed and leaf samples	Per 100 samples	
10.63	Maintenance of temp. and humidifier in the walk-in germination chambers	Per unit/month	
10.64	Storage and upkeep of guard samples	Per 100 samples	
10.65	Moisture content estimation	Per 100 samples	
10.66	Maintenance and upkeep of glass house, Ne House and surrounding area (100 m ²)	Per month	
10.67	Temperature and humidity controlled seed store cleaning of chillers unit, water storage tank clean & cleaning of filters fitted in Dehumidifiers and cooling coil, cleaning of racks of seed storage room	Per month	
10.68	Cleaning/Dusting of machines—seed dryer, seed air and screen cleaner, gravity separator, seed coating, in the process. lab.	Per month	

10.69	Maintenance and up keeping of Net House and Surrounding area 100sq meter	Per month	
10.7	Preparation of Fly food and subculture	Per 50 bottles	
11	CLEANING AND OTHER ALLIED SERVICES		
11.01	Cleaning services for new office building and old office building rooms (approx 25 rooms & 08 Toilet)	Per month / per person	
11.02	Cooking and other services in Guest House (01 person).	Per month / per person	
11.03	Gardening (nursery rising) & lawn maintenance near office building guest house and rest of the premises (approx 2000 sqm)	Per month / per person	
11.04	Helping of scientists in data recording tagging of the selected material, disease scoring, crossing, harvesting, threshing and cleaning, packing etc. (approx 02 person)	Per month / per person	
11.05	Protection of research, experimental, seed and other crops from wild animals day and night.	Per acre	
11.06	Weeding with khurpi in lawan, road side flowers crops	Per 100m ²	
11.07	Providing manson for repairing of walls, roof, firs, irrigation channels etc.	Per meter sqire	
11.08	Providing carpenter for repairing of doors, window, ventilators, etc.	Per day	
11.09	Providing plumber for repairing of irrigation and drinking water pipeline, etc.	Per day	

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PAYMENT TERMS

The Contractor will make the payment of Wages from his own by 7th day of each month positively to the deployed personnel through their bank account only and submit the e-payment receipt, other documents alongwith the monthly bill to this office for payment. The office will release the payment while presenting the bill in office in proper format & correct in all respect on reimbursement basis. EPF/ESI contribution of the employee will be deducted from the wages as per statutory norms. Contractor will ensure minimum wages/EPF/ESI to be paid to the contractual manpower as prescribed by Govt. of NCT of Delhi/State/Centre Govt. from time to time and provide proof with monthly bill(s). He will maintain the record of wages paid, attendance, EPF, ESI and GST deposit and submit such records to the authorized Officer of the Institute regularly every month along with the bill. The GST or any other tax which is as per rule of the Central/State Govt. shall be the liability of the Contractor/Service Provider to deposit in the concerned departments. The IARI will deduct applicable TDS/Surcharge under Section 94-(C) of the Income Tax Act, 1961 from the Contractor's bill as per prevailing rules. The competent authority may verify the required equipments and manpower at any time failing which bill may be deducted accordingly on the basis of loss of work or tender can be cancelled. It will be the sole responsibility of the Contractor to ensure compliance with the labour laws and regulation in force. Institute will not have any liability on its part over such issues. In case service provider fails to make any statutory or contractual payment, then the IARI shall have the right to realize this amount from the Security deposit of the Contractor.



TERMS AND CONDITIONS

Online tenders are hereby invited under two bid system through E-procurement system by Head, Head, Division of Genetics, Indian Agricultural Research Institute [IARI], on behalf of Secretary, Indian Council of Agricultural Research (ICAR)/Director, Indian Agricultural Research Institute [IARI], New Delhi for **JOB WORK CONTRACT FOR OUTSOURCING OF VARIOUS SERVICES FOR FARM, FIELD & LABORATORY OPERATION WORK(UNSKILLED NATURE) AT THE IARI, Regional Station, Pusa Bihar -848125** for a period of **One year and further extendable, if necessary** as per requirement in the interest of ICAR-IARI, subject to **satisfactory performance of the Vendor and its willingness to continue on existing terms and conditions, as per requirements.**

1. The terms and conditions of the contract are those contained in the **General Conditions of contract** applicable to the contracts placed by the ICAR-IARI as detailed in the **tender forms and its schedules/annexure**. 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-I.**

2. An Earnest Money Deposit [Bid Security certificate] in favour of **Director, ICAR-Indian Agricultural Research Institute payable at New Delhi -110012** to Head, IARI, **Regional Station, Pusa Bihar -848125** on or before the last date/time of submission of Tender.

Further, Bidders also submit a declaration accepting that if they **withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bid document, they will be suspended for the period of time specified in the request for bids document from being eligible to submit Bids for contracts with the entity that invited the Bids.**

3. EMD must be deposited to Head, IARI, Regional Station, Pusa Bihar -848125 during working hours i.e. 9.00 A.M. to 5.30 P.M. on all working days (except Saturday, Sunday and



Gazetted Holiday) before the last date/time for submission of bids failing which bids will not be accepted. EMD must be in the form of Demand Draft/Pay Order/FDR/Bank Guarantee payable to Director, IARI at New Delhi. (No cheque will be accepted).

4. The rates quoted by each firm for this job/service contract in tenders should be valid for 180 days and should be quoted both in words and figures failing which the same is liable to be rejected. The vendor should indicate only the rates proposed on the basis of work contract under the contract. No request for alteration in the rates once quoted will be permitted during the contract period. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The IARI shall not bear any extra charge on any account whatsoever on account of inflation, royalties, Uniform/Liveries, OTA local and other taxes to the contractor, for extra tools over the quoted tools and equipment including their operation and maintenance. It would be the sole responsibility of the contractor to pay his manpower as per Minimum Wages Act of the concerned state government. Conditional bids shall not be considered. No overwriting or cutting is permitted in the tender documents. Such bids will be rejected out-rightly.

5. The Vendor is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resale from his offer or modify the terms and conditions thereof. If the Vendor fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the IARI. In the event of the offer made by the Vendor not being accepted, the amount of earnest money deposited by the Vendor will be refunded to him after he has applied for the same, in the manner prescribed by the IARI. No interest will be paid on the EMD. An undertaking is also required to be submitted by the tendering firm.

6. The schedule/annexure of the tender form should be uploaded with online bids. In the event of the space provided on the schedule/annexure from being insufficient for the required purposes, additional pages may be added. Each additional page must be numbered

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consecutively and be signed in full by the Vendor. In such cases references to the **additional pages** must be made in the tender form. If any modification of the **schedule/annexure** is considered necessary it should be communicated by means of a separate letter **along with the tenders**.

7. The tenders are liable to be ignored/rejected, if complete information as **required is not** given therein or if the particular information asked for in the **schedules/annexure of 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, 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.

8. 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 IARI shall without prejudice to **other civil and** criminal remedies cancel the contract and hold the signatory liable for all **costs and damages**. Each page of the tenders and the schedules/annexure to the tenders and **annexure, if any,** should be signed by the Vendor.

9. Tenders will be opened online by the authorised officer. Bidders have **two options** to participate in tendering process at the time of opening of bids. Bidders can come **at the place** of opening of bids (electronically) as done in the conventional tender process or he can visualize the process online without physically being present at the Head, IARI, Regional Station, Pusa Bihar -848125.

10. Vendor 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 your behalf should be indicated in your tender. Name and address of permanent representative of the Vendor, if any, may also be indicated.

11. The Firm will not charge placement charges or any other account from the manpower deployed with the IARI. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted, if at a later stage, reports are received that the Contractor/Contracting Firm has charged the manpower on any account.

12. In case two firms quote exactly the same price, then the firm which gets higher marks in Technical qualification criteria will be awarded the contract. In case, which quoted L-1 get same marks in Technical qualification criteria also, the firm having more number of aggregate employees as per work award in Government Departments during last three years shall be considered final number. In case the tie still persists, the firm incorporated earlier as per registration under Companies Act/Shops & Establishment Act will be considered for awarding the Contact.

I. If the L-1 firm quotes predatory (very low) rates for job work items, the committee of IARI its Divisions/Centers/Regional Stations reserve the right to allot the work items to the next bidder with reasonable rates (higher than that of L-1 who have unrealistic rates).

II. The price quoted must be reasonable and realistic in terms of man-days required for an activity and the existing labour hiring charges approved by the Govt. Unrealistic price quoted by any firm will be categorically rejected and the next reasonable price would be considered.

13. The contractors, at the bidder's own responsibility and risk, are advised to visit to examine the site of required service and surrounding and obtain all information that may be



necessary for preparing the bid of entering into a contract for the services **before or after** purchase of tender form to see him-self the site conditions regarding the **present status**. **The Director, IARI reserves the right to make any changes in the design and plan. No compensation or claim would be allowed on this account.**

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 IARI will not entertain any claim whatsoever in this respect. However, the income tax or any other tax which is as per the rules of the Govt. of India shall be deducted at source from monthly bills of the successful Vendor, as per rules/ instructions made applicable from time to time by government.**

15. **The Contractor shall make his own transportation arrangement for materials to site or work. No extra charge will be paid by the IARI for carrying materials related with job contract.**

16. **Bids quoting 'Nil' consideration/service charges shall be treated as unresponsive and will not be considered at any stage.**

17. **Director, IARI reserves the right to accept or reject whole or in part/any or all the tenders without assigning any reason thereof and to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons. The decision of Director, IARI shall be final and binding on the all vendors/Agency. The contract period will be for a period of one year from the date of award of contract. The contract can be terminated by giving one month's notice during the contract period in view of non-satisfactory work/maintenance. IARI can terminate the contract at any point of time, in case the contractor commits breach of any of the terms and conditions attached to this contract, the security deposit of the contracting agency will be liable to be forfeited by the Institute. IARI 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 an account of this can be recovered from Security Deposit or pending bills or by raising a separate claim.

18. The decision of Director, IARI 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, IARI. 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. The seat of arbitration will be Delhi/Bihar and arbitral proceeding shall be governed in accordance with arbitration and conciliation Act, 1996 as amended from time to time.

19. Acceptance by the Institute will be communicated by FAX/EMAIL, 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 / EMAIL, Express letter etc. should be acted upon immediately.

20. The Institute in its capacity as Principal Employer reserves the right to modify any of the terms and conditions of the contract, at its discretion, in the interest of the job work.

21. Successful bidder shall not transfer its right/sub-let the contract to any other contractor/sub-contractor. If found that the agency/vendor sub-let the work contract to any other agency/vendor, the Work Contract will be terminated immediately and performance guarantee will also be forfeited. No further correspondence in this connection will be considered.

22. The firm shall provide a Co-coordinator for immediate interaction with the organization. The contractor shall work co-operatively and amicably with In-charge, residents and other contractors working in the Campus



25. **Only those firms will be considered for financial bid who will qualify in the technical bid.**
26. **The bidder shall authorise to seek references from the bidder's bankers.**
27. **Quantity mentioned in the tender document is approximate. The Director, IARI has the right to upgrade any area to a higher or reduce to a lower level/grade depending on the requirement.**
28. **Each page of the technical bid must be signed by the Vendor while submitting technical bid. The terms and conditions shown in draft agreements can solely be changed by The Director, IARI at his discretion and shall be binding up on the Vendor at the time agreement entered into.**
29. **If Vendor does not accept the offer, after issue of letter of award by IARI within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.**
30. **Successful bidder/Vendor will have to enter into a detailed contract agreement with IARI on non-judicial stamp paper of Rs. 100/- (One hundred only) for awarded job work in a format attached herewith this tender document.**

The terms and conditions reflected in the format of draft affidavit attached are only tentative in nature and necessary changes, as deemed fit, shall be incorporated as per advice of Legal Cell, ICAR-IARI, at the time of awarding the Job/Work contract.

31. **An amount @ 10% of the estimated value of contract is to be deposited by the selected agency/ successful Vendor as Performance Security Deposit (Performance Bank Guarantee) only after receiving a communication from the IARI. In the event of non-deposition of the same, the earnest money will be forfeited. No interest on Earnest Money (EMD) and Performance Security Deposit (Performance Bank Guarantee) shall be paid by the IARI to the Vendor.**



32. No equipment/machinery or tools and manpower etc., whatsoever, will be provided by the Institute and shall be arranged by the contractor at their own cost. Vendor should be fully equipped with the following equipments executed the work contract (List to be prepared by the indenting unit as per their requirement).

Equipments/Tools/Accessories:-
1. Khurpi
2. dranti
3. kasoley
4. phawda etc. as per requirement of field and lab.

33. Consideration of L1 bidder will be done on the basis of consolidated rates only. Item wise rates must be submitted by L1 will be decided on the basis of consolidated rate.

34. The following documents/vouchers are required to be uploaded with the Technical Bid in following manner:-

- a) Scanned copy of Earnest Money Deposit (EMD).
- b) Scanned copy of Registration certificate of the firm Under Company/Shops & Establishment Act of the respective state for this purpose.
- c) Scanned copy of valid Licence under the Contract Labour (Regulation and Abolition) Act, 1970.
- d) Scanned copies of EPF and ESI Registration Certificate(s) issued by the appropriate authority.
- e) Scanned copy of members of Staff registered under ESI & EPF separately. Minimum 20 numbers (staff/supervisors) required with their ESI & EPF contributions. Documentary proof of latest challan and ECR for the last 3 months may be attached.
- f) Scanned copy of valid registration certificate issued by National and Small Industries Corporation (NSIC), if claiming exemption for EMD submission.



- g) Scanned copies of proofs of minimum last three year's i.e. 2020 to 2022 continuous experience of the firm in the field of providing such services in Central Govt. establishments/ autonomous bodies/corporations / reputed public organizations, with details in enclosed tabular form in chronological order and Scanned copies of the satisfactory services where the Vendor is providing the services for each of the last three or more financial years.
- h) Scanned copies of proof of minimum turnover of the firm not less than Rs. 50.00 lakh (Rupees Fifty Lakh only) per year during each of the last three financial years ending 31st March 2022.
- j) Scanned copies of Income Tax (PAN) and GST Registration Certificates.
- k) Scanned copy of Bank Account details with authority to seek references with the bank.
- l) Scanned copy of Audited Balance Sheet of the firm for last 3 (three) financial years i.e. 2019-20 to 2021-22 by the Chartered Accountant. Copies of BS & P&L A/C need to be enclosed.
- m) Scanned copy of valid latest Bank insolvency certificate for Rs.5.00 lakh in the name of Director IARI (by Bank itself). The Bank insolvency certificate should not be more than six months old.
- n) The firm/agency must enclose an undertaking indicating that there is no criminal legal suit pending or contemplated against it.
- o) An Undertaking as per attached Format duly attested by Notary on a non-judicial stamp paper of value of Rs.100/- (Rupees One Hundred Only) regarding their non-blacklisting by any of the Govt. Departments, Public Sector Undertakings and/or by Central Vigilance Commission during the last three years.
- p) Also enclosed copy of documents as indicated vide Para 7 at Page No. 05
- q) Scanned copy of ISO Certificate.



35. Only those bidders who submit all requisite documents as per this tender and secure 45 marks in the technical qualification on parameters mentioned below will be declared as qualified/eligible for opening/considering financial bids:-

a) Average turnover of the firm during last three years(varies as per estimated cost of work- to be decided by the indenting unit as minimum should be more than 30% of estimated cost of job work):-

- MinimumRs. 50 lakhs = 15 Marks
- Exceeding. 50lakhs to 70 lakhs= 20 Marks
- Exceeding Rs. 70 lakhs onwards = 25 Marks

(Note –Amount of Turnover of the firm/agency may be reduced/raised by the indenting unit as per estimated cost of tender)

b) Experience of serving in Govt. (Centre/State) Departments/Autonomous bodies/PSUs/PSES/Bank & Insurance Companies or other equivalent organizations of high repute:-

- Exceeding 3 years & upto 5 years = 15 Marks
- Exceeding 5 years & upto 7 years = 20 Marks
- Exceeding 7 years = 25 Marks

c) Total no. of labour on their rolls

- Exceeding 20 & Upto 50= 15 Marks
- Exceeding 50 & upto 75= 20 Marks
- Exceeding 75 = 25 Marks

(Note –Total number of labour on the rolls of the firm/agency may be reduced/raised by the indenting unit as per requirement/estimated cost of tender)



d) Those stationed in Delhi/NCR (In case of job work contract is to be awarded in Delhi/NCR only) & _____(Name of station/nearest place where IARI Regional Station exists)(In case of job work contract is to be awarded at respective Regional Station of IARI situated at _____) will be given 20 marks. The agencies from outside area will be awarded 10 marks.

e) Quality related marks

- ISO (upto 2 years) = 03 Marks
- ISO (Exceeding 2 years)= 05 Marks

f) The Contractor/Agency must have successfully executed/completed similar service over the at-least 3, (three) years' experience along with (ending month of March prior to the bid opening:-

- (i) Three similar completed services costing not less than the amount equal to 40% (Forty per cent) of the estimated cost; or
- (ii) Two similar completed services costing not less than the amount equal to 50% (Fifty per cent) of the estimated cost; or
- (iii) One similar completed service costing not less than the amount equal to 80% (Eighty per cent) of the estimated cost.

g) Minimum annual turnover should be 30% of estimated cost.

h) Minimum manpower on roll of the bidder must be 20 (Twenty).

i) Each bidder shall submit only one bid for one request for proposal (R.F.P).

36. OTHER TERMS & CONDITIONS:-

- (i) The work may have to be attended at different intervals of times during the contract period as well as during day time which may varies from 8.00 am to 5.00 pm but not exceeding to the permissible hours for each man days.



- (ii) The contractor/agency shall provide good and reliable persons with robust health and clean record as per labour acts prevalent in the concerned state government and comply all the laws/acts of central/state govt. relating with this contract made applicable from time to time. In case any of the personnel so provided is not found suitable, the Institute shall have the right to ask for their replacement without giving any reasons thereof and the agency shall on replace such persons immediately. The contractor/Agency shall provide the list of workers working in the beginning of contract. Changing of Staff/Supervisor should be intimated to the In-charge/Supervisor designated officer of Head, IARI, Regional Station, Pusa Bihar -848125. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the Contract immediately
- (iii) All the personnel deployed will perform their duty in proper uniform and shoes/gum boots. The agency shall, at its own cost, provide suitable uniform/protected clothing (both summer and winter) to the personnel with identity cards. The contractor shall alone be fully responsible for safety/security and insurance or life insurance of their personnel and Institute shall not be liable for any compensation in case of any fatal injury/death caused or by any manpower while performing /discharging their duties.
- (iv) The staff provided should also maintain secrecy and discipline in the premises of Institute.
- (v) The staff provided should be capable of reading and writing Hindi and English with a minimum qualification of Middle Standard. The contractor/agency will furnish to the INSTITUTE the full particulars of the personnel deployed, including details like name, father's name, age, photograph, permanent address, Aadhar Card, telephone number etc. and will also ensure the verification of the antecedents of such personnel.
- (vi) The persons so provided by the agency under this contract will not be the employee of the IARI and there will be no employer-employee relationship between the IARI and the person so engaged by the contractor in the aforesaid services.



- (vii) The Contractor will make the payment of Wages from his own by 7th day of each month positively to the deployed personnel through their bank account only and submit the e-payment receipt, other documents alongwith the monthly bill to this office for payment. The office will release the payment while presenting the bill in office in proper format & correct in all respect on reimbursement basis. EPF/ESI contribution of the employee will be deducted from the wages as per statutory norms. Contractor will ensure minimum wages/EPF/ESI to be paid to the contractual manpower as prescribed by State/Centre Govt. from time to time and provide proof with monthly bill(s). He will maintain the record of wages paid, attendance, EPF, ESI and GST deposit and submit such records to the authorized Officer of the Institute regularly every month along with the bill. The GST or any other tax which is as per rule of the Central/State Govt. shall be the liability of the Contractor/Service Provider to deposit in the concerned departments. The IARI will deduct applicable TDS/Surcharge under Section 94-(C) of the Income Tax Act, 1961 from the Contractor's bill as per prevailing rules. The competent authority may verify the required equipments and manpower at any time failing which bill may be deducted accordingly on the basis of loss of work or tender can be cancelled. It will be the sole responsibility of the Contractor to ensure compliance with the labour laws and regulation in force. Institute will not have any liability on its part over such issues. In case service provider fails to make any statutory or contractual payment, then the IARI shall have the right to realize this amount from the Security deposit of the Contractor.
- (viii) The supporting/allied services staff should follow strict attendance and alternative arrangements are to be made by the agency whenever anyone of staff/supervisor is to go on leave etc. under intimation to this office.
- (ix) The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.

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- (x) The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of ICAR/IARI for the purpose. All complaints should be immediately attended to by the Agency. The service provider agency shall be solely responsible for the redressal of grievances/resolution of dispute related to personnel deployed and INSTITUTE shall in no way be responsible for settlement of such issues whatsoever.
- (xi) 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 Council from any claims, loss or damages 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 the Director, IARI shall be final and binding on the contractor. The tendering agency shall be liable for depositing all taxes, levies, cess etc. on account of service rendered by it to the INSTITUTE to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
- (xii) The contractor shall be responsible for any loss, theft or damage to the life and/or property of the employees of the IARI and/or property of the IARI shall be compensated by the contractor/agency if the cause of such loss, theft or damage is on account of default, negligence and/or lapse of the personnel deployed by the contractor/agency. The contractor shall be liable to pay the losses and damages as decided by the competent authority, IARI. The amount of losses/damages will be recovered from either bills/security deposit of the contract.
- (xiii) The terms and conditions as stipulated in the tender documents and enclosed herewith, shall be part of the agreement which shall be executed between the IARI and successful bidder/ contracting agency.
- (xiv) LIQUIDATED DAMAGES CLAUSES:-



(a) Whenever and wherever it is found that the work is not up to the mark in specified point /area it will be brought to the notice of the supervisory staff of the firm by IARI and if no action is taken within one hour liquidated damages clause will be invoked. If specified quality work is not maintained or In case of non-satisfactory work performance noticed by the Competent Authority, IARI, a proportionate deduction @ 10% of immediate subsequent bill of the contractor will be levied as liquidated damages apart from penalty. No correspondence shall be entertained from the contractor. The Director, IARI shall have the full power to either take the work wholly or in the part thereof out of the hands of the contractor for any negligence of the contractor.

(b) The Firm will not charge placement charges and /or on any other account from the manpower deployed at the IARI. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at a later stage, reports are received that the Contractor/Contracting Firm has charged the manpower on any account.

(c) 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.

(xv) **PENALTY CLAUSE:** - If the number of worker (s) are found less than the minimum required under the contact or 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 authorized officer of IARI and if no action is taken within one hour liquidated damages clauses will be invoked, a penalty of Rs. 1000/- (Rs. One thousand only) per day will be deducted from the bill. Not with-standing anything above, the Director, IARI reserves the right to reject any or all tenders in whole or in part without assigning reasons therefore. The decision of Director, IARI shall be final and binding on the contractor/agency in respect of any clause covered under the Contract. IN WITNESS where of the parties have executed those present on the day, month and year as mentioned above.



- (xvi) The Contractor will have to submit work completion report for its monthly work by 7th of each succeeding month along with his monthly bill. The progress report should be supported by the 'Work Satisfactory Report' to be collected by the contractors from authorized representative of Institute in token having worked done as per satisfaction of users. Payment for service contract will be made monthly upon submission of pre-receipted bill though efforts shall be made by IARI authorities to pay the monthly bills of the contractor within a reasonable time of 30 days. However, contractor will not be entitled for payment of any extra amount on account of delay, due to any reason whatsoever.
- (xvii) The contractor is solely responsible to pay the payments for the labour engaged by him well in time and fulfill all the administrative formalities for clearing of his bills in a timely manner. In the event of any unrest in the campus due to delayed payments from the contractor if any accrued the institute will be at liberty to assess and recover the loss accrued to the institute on account of default on the part of the Contractor. Such deduction shall be commensuration with the loss accrued to the institute due to default of the contractor on this account which will be assessed by the institute. The contractor will have to submit the monthly ESI and EPF statement along with bill for payment. Income Tax and other taxes (if any) will be deducted from the payments due for the work done as per rule.
- (xviii) Any other condition(s) (If required necessary by the indenting unit)
- (a)
- (b)

Place: IARI, R.S, Pusa, Bihar

Date: Head, IARI, Regional Station, Pusa Bihar -848125

Yours faithfully,

Approved
[Signature] 21/12/22

अध्यक्ष
Head

भा० कृ० अनु० सं०, क्षेत्रीय केन्द्र
I A R I, Regional Station
पूसा (बिहार)-848125
Pusa (Bihar)-848125

[Signature]
21/12/22