



मात्स्यकी महाविद्यालय
COLLEGE OF FISHERIES
केन्द्रीय कृषि विश्वविद्यालय
CENTRAL AGRICULTURAL UNIVERSITY
लेम्बुछेडा, त्रिपुरा (पश्चिम)- ७९९००१
Lembucherra, Tripura (West)-799210

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No . CAU-CF/6/48/CL/2016-Estate/

Date: /05/2016

TENDER FOR SUPPLY OF "AGRICULTURAL LABOURS" IN COLLEGE OF FISHERIES, CENTRAL AGRICULTURAL UNIVERSITY, LEMBUCHERRA, WEST TRIPURA ON CONTRACT BASIS.

Sealed tenders under two-bid system are hereby invited by the undersigned from reputed and experienced Agencies/contractors for "SUPPLY OF AGRICULTURAL LABOURS" on no work no wages basis as per need in College of Fisheries, Central Agricultural University, Lembucherra, West Tripura, PIN -799210 on contract basis for a period of 1(one) year which may be extended on mutual consent.

The detailed terms and condition, technical bid and financial bid, declaration, agreement, etc. can be downloaded from the website:

www.cau.org.in/www.cofcau.nic.in

Earnest Money Deposit: - Rs 5000.00(Rupees five thousand) only.

Last date for submission/receipt of tender(s) is **14/06/2016 at 1600 Hrs.** in the College of Fisheries, Lembucherra.

The Technical Bids shall be opened in the college in presence of bidders or their authorize representative in the Conference Room of the college on **15/06/2016 at 1500**. After technical evaluation of bids, the financial bids shall be opened only for those bidders who qualify in technical evaluation for which Check-List is given in Annexure-V.

In case the scheduled last date for receiving of tender is declared holiday, the Tender will be received up to **1200 Hrs** on the following working day keeping other clauses of Tender unchanged.

The tenders received after the scheduled date and time due to postal delay will not be considered. No tender by FAX /Mail will be entertained.

(P.K.Pandey)

Dean

ANNEXURE -I

TERMS & CONDITIONS

1. The interested Agency/contractor is required to submit the **Technical and Financial Bid** separately. The bids in Sealed Cover-I containing “ Technical Bid” (Annexure-I to Annexure-VI) and another Sealed Cover-II containing “ Financial Bid” (Annexure -VII) should be further placed in a third sealed cover superscribed “**TENDER FOR SUPPLY OF “AGRICULTURAL LABOURS” IN COLLEGE OF FISHERIES, ON CONTRACT BASIS**” should be submitted to the College of Fisheries , Lembucherra by **14/06/2016 at 1600 Hrs.**
2. **Earnest Money Rs.5000/-** (Rupees five thousand only) as put to tender in the shape of **Demand Draft or Banker Cheque** from any Nationalized Bank favoring Dean, College of Fisheries payable at Agartala should be submitted along with the Technical bid. **Tender received without Earnest Money shall be summarily rejected.** The Earnest Money of the unsuccessful bidders shall be retained till the issue of the work order to the successful bidder and completion of all bidding process. The Earnest Money shall not earn any interest. Earnest money of the successful bidder will be retained in the college till the completion of the contract period and shall not earn any interest.
3. The contract will be initially for a period of 12 (twelve) months commencing from the date of signing the ‘Contract Agreement’ which may be extended further period(s) with same terms & conditions subject to mutual consent of both the parties and subject to satisfactory performance of contract.
4. In normal course, the contract can be terminated by the college authority by giving 01(one) months notice & by Agency/contractor by giving 03(three) months notice. However, in case the service of the Agency/contractor is not found satisfactory, the contract can be terminated by the authority of the College of Fisheries without giving any notice and assigning any reasons thereof.
5. The Contracting Agency/contractor shall provide the labours for rendering the following services to the College of Fisheries.
 - i. Land preparation and cleaning of jungles etc.
 - ii. Irrigation, weeding and other farm related activities.
 - iii. Application of fertilizer, manure, weedicide, insecticide etc. on flower/ field.
 - iv. Cleaning of fish pond/netting and other related activities.
 - v. Maintenance of farms power machineries etc.
 - vi. Sowing and transplanting of agricultural and horticultural plants.
 - vii. Feeding of fishes, cleaning of hatcheries etc..
 - viii. Routine cleaning of water reservoirs, tanks, aeration tank etc..
 - ix. Cleaning & sweeping of residential quarter areas, hostels, college etc.

- x. Cooking, cleaning of utensils, cook helping etc. in Hostels.
 - xi. Unforeseen manual jobs emanating from time to time
6. The duration of working hours will be 08 (eight) hours from Monday to Saturday with half an hour lunch break. Second Saturday, Sunday and holidays are non-working days. However, the service of labours may be called on any non-working days or extra period for which extra payment per person per day/extra period basis will be given.
 7. The Agency/contractor shall arrange to maintain the daily attendance record of the contract personnel deployed by him showing their arrival and departure time. The attendance record shall be produced for verification on demand by the authorized officer of the College of Fisheries at any point of time. The Agency/contractor shall not replace the staff frequently without proper substitute & without prior permission of the college authority.
 8. The personnel deployed shall be healthy and active. Nobody shall have any communicable diseases. The Agency/contractor shall provide fully trained and disciplined personnel.
 9. The personnel deployed shall be with proper working uniform and always with Photo Identity Card having details of Name, Residential Address, Phone Number if any. A copy of the I/Card of the engaged persons including reserve person to be submitted to the Estate Office of the college. The Agency/contractor shall bear all expenses for uniforms, preparation of their Identity card and for other tools required for work.
 10. The personnel provided by the Agency/contractor will not have any right to claim to become the employees of College of Fisheries.
 11. The Agency/contractor will be responsible for complying with payment of minimum wages for Agricultural labours fixed by the Labour Department, Govt of Tripura and discharge the other mandatory liabilities like EPF contribution, Service Tax etc for the employees deployed in the college. The Agency/contractor will be responsible to allow other benefits including prescribed number of duty hours/leave/ holidays, etc. as per Labour Laws in force from time to time and to comply with all labour legislations including Social Security, Service-Tax wherever applicable and such other statutory orders issued by Government/Municipality which may be in force from time to time.
 12. The Agency/contractor shall pay the wages to the personnel shall not be less than the minimum wages payment as declared by the State Govt. of Tripura from time to time. Agency/contractor shall submit workers EPF number and proof of submission of EPF, ESI etc as applicable every month for the previous month along with the monthly bill with respect to all employees deployed by him at College of Fisheries. The copy of the attendance register also to be submitted along with the bill failing which payment of the bill will not be made. In the event of receiving any complaint on non-compliance of Govt. orders/ rules such as EPF, ESI etc., the contract agreement

is liable to be terminated. While depositing the applicable ESI & EPF amount in the account of respective worker, it shall be the sole responsibility of the Agency/contractor to comply with all prescribed provisions of Labour rules/Laws/Act.

13. The payment will be made per month on Account payee cheque on submission of bill after each month by the Agency/contractor along with the copy of attendance register of the labours . Under normal situation, the bill will be paid within 10(ten) days on submission of the bill. However, in exceptional circumstances the Agency/contractor will take the responsibility to pay the labour wages. In no case, any amount will be paid to any individual person. Income Tax (TDS) and other statutory deductions as per rules shall be deducted from the bills of the contractor as per applicable laws.
14. There would be no increase in rates payable to the Agency/contractor during the contract period except wages revised by Govt. of Tripura .The revised wages will be made from the date of adoption/acceptance of the revised rate by the College of Fisheries and no arrear of revised rate will be paid. It will be the responsibility of the Agency/contractor to intimate the revised rate to the college authority for adoption /acceptance.
15. The contractor shall be solely liable for all payment and dues of the workers employed and deployed by him with reliable evidence /APR provided to the College of Fisheries.
16. The College of Fisheries reserves it's rights to withhold bills, if the Agency/contractor fails to produce proof for having remitted the ESI/EPF dues. The payment for successive months will be released only on receipt of the evidence of deposition of ESI/EPF in the worker's account for previous month.
17. Replacement of personnel as required by the College of Fisheries will be effected promptly by the Agency/contractor. If the Agency/contractor wishes to replace any of the personnel, the same shall be done after prior consultation/approval of the College of Fisheries. The full particulars of the personnel to be deployed by the Agency/contractor including the names and address shall be furnished to the In-Charge, Estate office/authorized officer of the College of Fisheries along with testimonials before they are actually deployed for the job. However, with respect to substituted personnel, payment of their ESI & EPF will be considered by the College of Fisheries subject to documentary evidence provided by the Agency/contractor in this regard.
18. In case of any loss that might be caused to the College of Fisheries due to lapse on the part of the personnel deployed by the Agency/contractor, such loss shall be compensated by the Agency/contractor and in this connection, the College of Fisheries shall have the right to deduct appropriate amount from the bill etc. to make good of such loss to the College of Fisheries besides imposition of penalty as deem fit.

