



Sher - e - Kashmir
University of Agricultural Sciences & Technology of Jammu,
Chatha, Jammu (J&K) -180009

TENDER NOTICE

Sher-e-Kashmir University of Agricultural Sciences & Technology of Jammu invites sealed tenders from the reputed contractors/agencies for 2017-18 in respect of the following:

Contract for the supply of labourers (unskilled/semi-skilled/skilled) as per the need variable from day to day for various activities.

[Skilled: Computer knowing graduate, Electrician, Plumber, Works Supervisor (Civil/Electrical), Driver/Tractor Driver, Lab. Technician, X-Ray Technician etc., Semi-Skilled: Field Assistant/ Lab. Assistant etc, Unskilled: Farm/office Labourers and persons (*Safai Karamcharis*) for Housekeeping, General Maintenance & Cleaning of the University Campuses at Chatha & F.V.Sc. R.S.Pura and other constituent units of the University etc.]

The tender form along with detailed terms & conditions of the contract can be had from the office of Director Research, SKUAST-J, Chatha, Jammu against non-refundable/ non-transferable payment of Rs. 1000/- (One thousand only) for each in the shape of account payee's demand draft drawn in favour of Comptroller, SKUAST-Jammu. The University will not take any responsibility for any postal delay, if any, in this regard.

The tender form can also be downloaded from our website ***www.skuast.org*** and submitted along with the earnest money by due date. Where tender form is downloaded from website, a demand draft of Rs. 1000/- (One thousand only) may be enclosed separately on account of cost of each tender form.

The sealed tender in separate envelopes should reach in the office of the undersigned by 27-06-2017 till 5.00 pm and shall be opened on 28-06-2017 at 11:00 AM in the presence of the representative of the contractors/agencies who may desire so and are present at the time of the opening of the tender. Each tender should be accompanied by an earnest money of Rs. 5000.00 (Five thousand only) in shape of CDR/FDR pledged to the Comptroller, SKUAST-Jammu.

The University reserves the right to reject the tender at any stage without assigning any reason.

No: AUJ/DR/F-97/17-18/1258-1259

Dated: 29-05-2017

Sd/-
Director Research

Tender Form

From:

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To

The Director Research,
SKUAST-Jammu
Chatha

Dear Sir,

1. I/We offer to engage contractual unskilled/semiskilled/skilled laborers/ as detailed in the schedule here to or such portion thereof as you may specify in the acceptance in the tender at the wages given in the said schedule and agree to hold this letter for till service. I / We shall be bound by a communication of acceptance dispatched with the aforesaid date.
2. I/We have understood the instructions and conditions of contract pertaining to the above mentioned tender and have thoroughly examined the Terms & Conditions and am/are fully aware of the nature of the contract is to enter into strictly in accordance with requirements.
3. The following pages have been added to and form part of the tender _____ . I/We have enclosed demand draft for Rs.1000/- (Rupees one thousand only) vide DD No. _____ dated _____ as cost of tender form. I/ We have also a FDR/CDR for Rs.5000/- vide No. _____ dated _____ pledged to the Comptroller, SKUAST-Jammu towards the earnest money required.
4. I/We also agree to execute the contract agreement/bond (specimen copy attached) as referred to in the Tender Notice.

Yours faithfully,

Signature of Tenderer

TENDER FORM AND TERMS & CONDITIONS FOR THE CONTRACT OF SKILLED, SEMI-SKILLED AND UNSKILLED LABOUR.

Terms & Conditions for the supply of following Contractual Labourers {skilled (appx. 10 mandays/day), Semi-skilled and unskilled (appx. 150 mandays/day)} for working in farm/laboratory, housekeeping, general maintenance & Cleaning and other related activities of the University for which the numbers will be variable depending upon day to day requirement to be deployed at Chatha, R.S.Pura and other constituent units of the University at different places.

[Skilled: Computer knowing graduate, Electrician, Plumber, Works Supervisor (Civil/Electrical), Driver/Tractor Driver, Lab. Technician, X-Ray Technician etc., Semi-Skilled: Field Assistant/ Lab. Assistant etc., Unskilled: Farm/office laborers and persons (*Safai Karamcharis*) for Housekeeping, General Maintenance & Cleaning etc.]

1. The contractor will be responsible for all the rules and regulations enforceable by Labour Commissioner, J&K govt.
2. All the smaller farm implements required by the labourers will be supplied by this university.
3. The minimum rates of wages and Statutory contribution viz. EPF, ESI (wherever applicable), EDLI, Administrative charges on EPF as notified by the J&K Govt. from time to time shall be paid by the University. **However, the contractor will quote for agency charges per man day in the prescribed format as provided at the end of tender document.**
4. The contractor shall supply photocopies each of EPF/ ESI/ Service Tax Registration and Income Tax Certificate along with the tender.
5. The contractor shall have EPF Account/Sub Account No. issued by Regional Provident Fund Commissioner.
6. The contractor shall issue the Identity Card/ESI Card (wherever applicable) to the above said contractual labourers at his own cost.
7. The contractor (in case of change) shall undertake to get the credit of EPF A/c of contractual farm labourers deployed by firm to transfer in the new EPF A/c (if applicable) of the individuals.
8. The contractor will ensure that EPF and ESI (wherever applicable) are credited to his employees account and shall attach monthly statement on account of EPF/ESI showing details of employee's contribution, contractual labourers contribution in respect of all deployed contractual persons along with the bill every month supported by Bank challans for verifications.
9. The contractor shall be held responsible for any sort of theft/loss etc. due to the negligence of contractor's staff or due to non-supply of desired number of persons to the University and the same may be recovered from the bill of the contractor.
10. The contract will be initially for a period of twelve months which can be extended further on mutual terms and conditions. In case the contractor defaults in supply of the labourer, non-payment of wages to the labour and contribution of the statutory deduction, the contract shall be terminated with one month notice and the security of the contractor will be forfeited by the University.

11. A bank draft of Rs. 5000/- in shape of CDR/FDR pledged to the Comptroller, SKUAST-Jammu must be attached with the tender form. This EMD is refundable after award of the contract to all contractors. The successful bidder shall have to give additional performance security of in the shape of FDR/Bank guarantee before the execution of contract as per the details given here under

I	Unskilled Labour	:	Rs. 2.00 Lakh (Rupees Two lakhs only)
II	Semiskilled Labour	:	Rs. 0.50 lac (Rupees fifty thousand only)
III	Skilled Labour	:	Rs. 0.50 lac (Rupees fifty thousand only)

12. **Statutory deductions at appropriate/prescribed rates as applicable from time to time will be deducted at source from the bills of the contractor on gross amount submitted to the office.**
13. While deploying contractual personnel, the contractor will be required to maintain full particulars of the personnel along with their antecedents in advance. In case the contractor requires to change the personnel in between the contract period similar antecedents of the replaced personnel is to be maintained by the contractor.
14. The contractual personnel's deployed will be directly under the control of the contractor but the work will be assigned by the University.
15. Payment will be made direct to the contractor immediately after the close of every month after the receipt of the bill for the preceding month. The contractor is required to enclose the proof of payment of wages to the labour engaged. However, the contractor will be required to make the payment to the personnel deployed on the 7th of every month. In case of 7th of the month falls on a holiday then the payment must be made on the next working day positively.
16. The rates shall be quoted by the contractor only for the agency charges and the contractor will present the monthly bills to the university in the following breakup
- Basic wages
 - Statutory contributions(ESI, EPF, EDLI, Administrative charges on EPF as notified by the J&K govt. from time to time.
 - Agency charges
- Total :** _____
17. The payment of monthly wages will be made to contractual labourers by contractor through cheque.
18. The sealed tender should reach in the office of the undersigned by 27th of June, 2017 till 5.00 pm and shall be opened on 28th June, 2017 at 11.00 AM in the presence of the representative of the contractors/ agencies who may desire so and are present at the time of the opening of the tenders. This university will not take any responsibility for any postal delay in this regard.
19. The contractor will give priority to the persons who were disengaged by the University as per the direction issued by the Hon'ble Court vide order dated 06.11.2012 on the basis of their experience in the concerned field
20. The University reserves the right to reject any/all tender(s) without assigning any reason whatsoever.

21. In case of any dispute arising out of this contract, the same shall be decided under Arbitration and Conciliation Act, 1997 and the Hon'ble Vice Chancellor shall be the sole arbitrator whose decision shall be final and binding upon both the parties.
22. That since the contract is initially for the period of twelve months, as such, the contract cannot be terminated by either of the parties except for the reasons stated in clause 10 of the contract during the first twelve months of the contract. However, in case contract is extended beyond the period of twelve months with mutual consent, the either of the parties can repudiate the contract by giving two months advance notice to the other party.

Format for Quoting of Rates for Unskilled Labourers

S. No	Particulars	Amount quoted (in Rs. per manday)
1.	Minimum Wages per day (on the rates applicable as per labour rules)	As notified by the J&K Govt. from time to time and need not to filled by the tenderer
2.	EPF	
3.	EDLI	
4.	ESI	
5.	Administrative Charges on employer's share	
6.	Agency charges to be charged by the contractor	(To be filled by the tenderer)
Total (in both figures and words)		

Format for Quoting of Rates for Semi-skilled Labourers

S. No	Particulars	Amount quoted (in Rs. per manday)
1.	Minimum Wages per day (on the rates applicable as per labour rules)	As notified by the J&K Govt. from time to time and need not to filled by the tenderer
2.	EPF	
3.	EDLI	
4.	ESI	
5.	Administrative Charges on employer's share	
6.	Agency charges to be charged by the contractor	(To be filled by the tenderer)
Total (in both figures and words)		

Format for Quoting of Rates for Skilled Labourers

S. No	Particulars	Amount quoted (in Rs. per manday)
1.	Minimum Wages per day (on the rates applicable as per labour rules)	As notified by the J&K Govt. from time to time and need not to filled by the tenderer
2.	EPF	
3.	EDLI	
4.	ESI	
5.	Administrative Charges on employer's share	
6.	Agency charges to be charged by the contractor	(To be filled by the tenderer)
Total (in both figures and words)		

Note: The statutory deductions at appropriate rates shall be made at source from the gross bill of the contractor.

Name of the Contractor:

Signature :

Full Address:

