



INDIAN INSTITUTE OF MILLET RESEARCH

(Indian Council of Agricultural Research)

Rajendrnagar, Hyderabad-500 030

No. 4(614)Admn/12

Dated: 4th December, 2014

TENDER NOTICE

Sealed tenders are invited on behalf of Director, IIMR, Hyderabad from reputed and registered service providing contractors who possess the following documents for outsourcing the works given in Schedule – I of this notification.

1. Registration with Labour Commissioner
2. Registration with ESI & EPF office with code nos.
3. Registration with Service tax
4. Income tax clearance / PAN card

The estimated cost is worked out on the basis of minimum manpower requirement, provisions of Minimum Wages Act and statutory liabilities. Hence, the rate quoted below the estimated cost may not be acceptable to us. It is also to mention that the Contractor has to fulfill all the terms and conditions as applicable to the Labour Act, ESI / EPF / Service Tax / IT, etc., and IIMR will not have any responsibility on this account. The Contractor will be the employer for the labourers who are deployed for undertaking the works given in Schedule – I and IIMR will not have Employee – Employer relationship with the workers.

In case the above terms and conditions are acceptable, the Schedule – I may be downloaded and submitted to this office duly quoting the rates for each item in a sealed cover as your tender addressed to the Director, IIMR, Hyderabad along with an EMD of Rs. 5,000=00 and Rs. 200=00 towards tender form cost in the form of DD drawn in favour of “ICAR Unit IIMR, Hyderabad” for our consideration. This contract is for a period of 1 year initially and liable to be extended for one more year subject to the satisfactory services.

The decision of the Director, IIMR will be the final and binding on the Contractor.

Time & date of receipts of tenders: 24.12.2014 upto 14:00 hours

Time and date of opening of tenders: 24.12.2014 on 14:30 hours

The following documents to be enclosed for verification:

1. Copy of the registration of the firm
2. Copy of the license
3. Copy of the Service Tax Registration
4. Copy of the Registration of the ESI
5. Copy of the PAN No. allowed by Income Tax authorities
6. List of the Clients
7. Statement showing the breakup of the rates quoted

[Sh. H. S. Gawali]
Administrative Officer I/c.

P.T.O

Terms and Conditions:-

- 1) This Contract will be commencing from the date of signing the agreement.
- 2) This contract is liable to be withdrawn at any time without any notice
- 3) The item of works shown in the Schedule – I from S.No. 1 to 35 are HIGHLY SKILLED/ SKILLED nature of works and will be awarded on “Work Contract” basis only and will have to be carried out in consultation with the respective in-charges. Hence, the contractors should ensure that the educated persons are engaged for attending the work.
- 4) The seasonal nature of the work has to be given top priority
- 5) The workers deployed by the contractor will not have any employee – employer relation with Director or any staff of this Institute.
- 6) Workers are to be paid strictly as per the minimum wages act circulated by the ALC (C) Vidyanagar, Hyderabad. As and when the wages are revised by RLC (C), Hyderabad, the revised rate shall be paid by the contractor.
- 7) The contractor will be the employer for the manpower deployed at this Institute and, accordingly, the contractor needs to complete all legal formalities.
- 8) The workers are to be issued with identity card and also ESI card.
- 9) The workers have to display identity card as and when they enter into IIMR campus.
- 10) This Institute will not be responsible for any Labour dispute.
- 11) The ‘work contract’ is given and will be carried out in our campus; IIMR will be the Principal employer. Accordingly, the payments made to the workers will be watched over by the designated officers of IIMR.
- 12) The payment to the workers is to be made on or before 7th of the following month as per the labour law, in presence of the nominated officer of IIMR.
- 13) The selected contractor has to deposit an amount of Rs.2,00,000/- in the form of DD in favour of “ICAR Unit IIMR Hyderabad” payable at Hyderabad, towards security deposit for a period of one year. In the event of non-deposition of the same, the earnest money will be forfeited.
- 14) No interest on security deposit and earnest money deposit shall be paid by the Director to the contractor.
- 15) The contractor needs to enter into an agreement on receipt of this contract.
- 16) The rates quoted by the contractor are inclusive of EPF, ESI, Service Tax and Service Charges (benefit of the contractor).
- 17) Proof of payment of statutory obligations such as EPF, ESI along with a copy of relevant form indicating details of amount deposited against each individual in all categories and also service tax and any other applicable tax needs to be submitted.
- 18) For any clarifications, the Director, IIMR and Dr. B. Balakrishna, may be contacted.
- 19) Director, IIMR has the right to accept or reject the tenders without assigning any reason.
- 20) Since the different works as mentioned in Schedule – I will be awarded on ‘Work Contract’ basis only, the workers deployed by the contract do not have any right to demand / claim their wages and statutory obligations directly with this Director.
- 21) Contractor is responsible for payment of EPF, ESI of the workers deployed by him and service tax as applicable.
- 22) The agency/ contractor shall employ good and reliable persons with robust health of age group of 21 to 45 years.
- 23) The Tenderer / 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 IIMR 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 IIMR shall be final and binding on the contractor.

DIRECTOR

Outsourcing requirement for 2014-15

Job No.	Title of Job	Job description with quantification of work	Suggested Skill level	Total Quantity of work in 2014-2015	Unit of work (to be completed in a month)	Source of Funding/Project	Approx. no. of Units	Rate
1	Assistance in crop raising recording pre-and post-harvest data	Crop raising, field data collection, harvesting & threshing, drying of seed, collection of data on yield attributes-panicle characters. 100 grain count, grain and fodder yields	Highly Skilled	106840 plots (2 rows plot of 4 meters) + 49500 data points+400 genotypes + 30000 plants	20 plots (4.5m x 5m each) or 500 plots (2 rows plot of 4 meters) or 300 acc for 33 sorghum descriptor traits or 5000 plants	IIMR/DUS/NF /NAIP-SS/ACI AR/NAIP-A	116	
2	Assistance in Laboratory chemical/physical analysis	Sample collection, processing, preparation of grain/stalk/leaf/plant/food / soil etc. samples for chemical quality analysis (Strach, protein, brix, pH, total sugars, sucrose, reducing sugars, NPK, etc).	Highly Skilled	2400 samples (1200 stalk samples + 1200 juice samples) + 1800 samples for different parameters + 2400 samples (1200) stover, grain, leaf samples + 1200 bagasse samples) + 1200 samples + 500 samples (soil, plant and grain) + 1200 for amylase/amylopectin phytates + 200 grain samples	200/250 or 25 plant/stalk/juice/leaf/soil or grain samples/month	NAIP-SS/NF/II MR/NAIP-M	71	
3	Assistance in conducting pot experiments	Soil filling, watering, maintenance of pot cultures, cleaning after harvest spraying, insect resistance screening etc.	Skilled	10100 pots, maintenance	100/200 pots	IIMR/NPTC/ ACIAR/AICSI P SP Project	50	
4	Assistance in data collection, enumeration, entry and analysis	Field survey and enumeration, Entry of AICSIP Agronomy data in computer for statistical analysis, Assistance for data entry on insect pests of sorghum in rice fallows during rabi situation/conducting workshop on rice fallows at Ag. College, Bapatla during Oct. 2011./1, Data entry of schedules of Nanded dist. Each Schedule of 20 pages 120 Nos/day 50 schedules/month /Data enumeration Collection of data from village/taluk/district/city Schedule of 20 pages in formation independently	Highly Skilled	12 trails/Assistance in typing and workshop related materials + 4100 schedules + 20000 data points + 100 data prints	6 trials or 90/50 schedules or 5000 data points + 10 data prints	NAIP-M/IIMR	32	

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Job No.	Title of Job	Job description with quantification of work	Suggested Skill level	Total Quantity of work in 2014-2015	Unit of work (to be completed in a month)	Source of Funding/Project	Approx. no. of Units	Rate
5	Assistance for Different Extension activities	Seeds collection, packing and dispatch for kharif and rabi FLDs through transport, and for sorghum trails in rice fallows in Guntur district. Maintenance of demonstration plot at IIMR during kharif and rabi for visitors, logistics arrangements in organization frequent meetings of the visitors and professional meetings at IIMR	Skilled	450 FLDs, demo of 55 genotypes at IIMR 20meetings	25 days	IIMR	12	
6	Air entrainments of sorghum genotypes	Assistance in air-entrainments of 250 samples	Highly skilled	Air entrainments from 250 genotypes	20 samples	IIMR	12	
7	Assistance for monitoring of shootbug nymphs and adults	Assistance for monitoring of shootbug nymphs and adult population during kharif 2011, pot experiments to estimate phenols in leaf samples.	Skilled	600 genotypes/1200 leaf samples	150 genotypes/300 leaf samples	IIMR	4	
8	Assistance in conducting salinity screening in pots and micro plots	Maintenance of required salinity levels in post and microplots and assistance in growing plants and recording observations on growth parameter.	Skilled	200 pots + 12 microplots (2 m x 3m 1.5) (312 days)	200 pots + 12 microplots (2 m x 3m 1.5) (26 days)	IIMR/AICSI PSp Project	10	
9	Assistance in food processing unit and products preparation	Ensuring Maintenance and proper functioning of machinery in Grain and Food processing lab 2. Assisting in grading, packing and Logistics. 3. Organizing popularization programmes Road shows and exhibitions at Malls Public parks. Assisting in Product development and Recipe development Standardization of recipes and new products developed in the lab	Highly Skilled		1 recipe per day	NAIP-M/II MR	24	
10	Culture of sorghum pests in vitro	Assistance in culturing and maintain of sorghum shoot fly/stem borer / mites / aphids/ other insect pests, predators, etc. and data collection	Highly Skilled	1. Aphids in 1200 caged plants 2. Predators/parasitoids in 300 vials/jars 3. Culturing mites in 300 caged plants. 4. Culturing predators and parasitoids in 300 jars 5. Maintaining a homogenous insect culture (6000 nos) 6. Culturing of 25,20,000 stem borer neonates. Egg collection, rearing. Assistance in artificial infestation in field studies		IIMR/NPTC	51	

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Job No.	Title of Job	Job description with quantification of work	Suggested Skill level	Total Quantity of work in 2014-2015	Unit of work (to be completed in a month)	Source of Funding/Project	Approx. no.of Units	Rate
11	DNA isolation and PCR work	Plant analysis by DNA isolation and PCR	Highly Skilled	9500 DNA samples + 88000 PCR	DNA isolation samples 200/PCR 2000 samples	IIMR/NPTC/AIC SIP Sp Project	30	
12	DUS Characterization	Assistance in recording observations on seedling, growth, floral and seed traits, excision of floral parts, recording their quantitative and qualitative attributes as per DUS guidelines, including verification with RHS colour charts	Highly Skilled	3740 samples/genotypes for 33 DUS traits as per guidelines (123420 data points)	About 3000 data points	IIMR/DUS	34	
13	Emasculation/crossing/Selfing work	Emasculation, crossing and selfing work	Highly Skilled	86000 selfing + 116500 crossing +5400 emasculations	Crossing (3000)/selfing (1000)/emasculatation (75)	IIMR/DBT/NAI P-SS	45	
14	Genotyping work	Polymorphism test between panel of parents, fragment analysis with polymorphic markers, data scoring and tabulation	Highly Skilled	Polymorphism test with 1500 markers and genotyping with approx 400 markers	Polymorphism test with 150 markers, genotyping with 25 markers	IIMR/NFBSRA	10	
15	Glass/Plasticware cleaning and upkeep of laboratory	Cleaning, drying and arranging in racks and lab cleaning. Cleaning of desks, chairs, tables and other furniture in laboratory. And other miscellaneous jobs; Cleaning of used up diet containers etc.	Skilled	1. Daily lab cleaning 315 days. 2. Assisting in engg collection (180 days), hatching of neonates +Cleaning of Approx 70600 bis+86100 small glasswares/culture vials and 9000 tissue culture boxes small sized glasswares.	1.Cleaning of lab 26 days, Cleaning and disinfecting rearing jars (200 jars/month), Assisting in egg collection; or Cleaning of Approx. 1200 big + 1200 small + 3000 small iszed glass ware every month	IIMR/NAIP-Alle le/AICSIP Sp Project	56	
16	Maintenance of Transgenic glasshouses and general assistance	Cleaning filters, floor, tanks and maintaining the control and maintenance of pot cultures, filling pots, cleaning after harvest, watering plants, spraying weakly	Skilled	For 160+ 108 days-Maintenance of 1 glasshouses with a floor space of 1200 sft each and filters (600 sft), 6 tanks of floor space of 1200 sft, Fan and/pad systems (4) (6months)	Maintenance of 1 glasshouses with a floor space of 1200 sft each and filters (600 sft), 6 tanks of floor space of 1200 sft, Fan and/pad systems (4) (26 months)	NPTC/NFBSRA	10	
17	Operation of cane crusher, distillation unit, grain grinder, etc.	Crushing sweet stems, grinding grain for analysis, grinding bagasees for analysis, autoclaving samples	Highly Skilled	Crushing 5000 stems, grinding 2000 grain samples, autoclaving 500 times	Crushing 400 stems, grinding 150 grain samples, autoclaving 50 times	NF	12	

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Job No.	Title of Job	Job description with quantification of work	Suggested Skill level	Total Quantity of work in 2014-2015	Unit of work (to be completed in a month)	Source of Funding /Project	Approx. no.of Units	Rate
18	Processing of Stover and fodder samples	Drying and weighing, chopping and grinding the samples into powder using grinding machine and packeting, set-up the samples for quality analysis in lab.	Skilled	1600 samples	150/200 samples	IIMR	10	
19	Raising and maintain sorghum & other millets nurse	Raising and maintaining sorghum & other millets nurse for shoot fly culture; data collection.	Skilled	Raising and/or maintaining 160 beds (each 18 rows of 10mt. Length)	Raising and/or maintaining 60 beds (each 18 rows of 10mt. length)	IIMR	3	
20	Microscopic observation on chromosomes/trichomes / Apomixis	Fixing, excision and clearing/ staining of embryo sacs/ reproductive tissues/ observation and processing of slides/ sectioning, photography/processing for trichome analysis/counting	Highly Skilled	26000 slides/7250 samples	200 slides/250 samples	NFBSR A/IIMR/ AICSIP Sp Project	30	
21	Roti and snacks preparation	Preparation of rotis and snack, assisting in product development	Skilled	60000 rotis	100 rotis per day	NAIP-M /IIMR	24	
22	Sectraial assistance to NAIP-Milletts Cons./PME cell	Secterial Assistance to PME cell: Filling, documents, compiling, maintance of all records related to project management PIMS-ICAR liasioning with finance and administration units of institute and any other duty assigned by PMR cell/ Documentation, diary and dispatch work, maintenance of all records necessary for diary and dispatch work and any other duty assigned by Office in charge. 2, Responsible for typing and drawing graphs and pie charts using MS-Excel, any other duty assigned by Office in charge	Highly Skilled	Assisting in coordation of project internally & with partners & PIU, Delhi (300 days) + Assist the in charge in compilation and filling of all reports from 38 scientists. (200 days in whole year)	Assist the incharge in coordination/compilation and filling of all reports from 38 scientists. (25 days).	NAIP-M /IIMR	20	
23	Seed multiplication of progenies/RILS/parents/genetic stocks, etc	Selfing, Crossing, seed increase and advancing generations.	Skilled	Seed increase of 600 crosses/3640 RILS/540 parents/840 genetic stocks	Seed increase of 40 crosses/ 120 RILS/20 parents/genetic stock 2kg each	NF/IIM R/DBT	19	
24	Seed packeting and Maintenance, record keeping	Harvesting SPP selections, threshing and seed processing/Seed preparation for sowing/storage/distribution/exchange/assisting in record keeping	Highly Skilled	8000 seed packeting along with SPP threshing/seed processing and record keeping	2000/8000 seed packets & record Maintenance	IIMR	14	

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25	Seed production	Monitoring processing, packing and accounting and labeling of lots/Arrangements for sowing at seed production plots in Adoni., Nandyal for Rabi.	Highly Skilled	25 sorghum gene types, 100 tons of seed to be processed and packers and 50 acres of sowing to be arranged and monitored	25 days	BSP/ICAR seed project	12	
26	Tissue culture/maintenance of interspecific or intergeneric hybrids	Assisting in preparation of another culture media, collection, sterilization and plating of another's/Maintenance of interspecific and generic hybrids	Skilled	12000 anthers/5000 plants	3000 anthers/ 700 plants	IIMR	10	
27	Assistance for Library work	Issue of books, entry of books in library register, processing library bills	Skilled	Entry of 240 books, Issue of 240-300 books, Processing two bills/month	Entry of 20 books, Issue of 20-30 books, Processing two bills/month	IIMR	12	
28	Building and toilet cleaning	Sweeping, cleaning & scavenging of Adm. Building, approach road to the Admn. Building, cleaning of toilets, messenger help, delivery of letters, etc.	Skilled	2500 sq. ft. area in Building, 500 sq. ft. road cleaning of 3 toilets and misc. work (312 days)	2500 sq. ft. area in Building, 500 sq. ft road cleaning of 3 toilets and misc. work (26 days)	IIMR	12	
29	Clerical assistance to O/I Farm/AO/AAO/SF AO	Farm contract labour indent collection. Preparation and processing	Highly Skilled	Total 4800; (Making 2400 entries, 2400 work order, sanction order, bills preparation etc.)	150 bills entries daily in the register and 100 bill verification, 100 entries, receiving and distribution of letters (12 months)	IIMR	36	
30	Driving and general assistance	Driving Jowar rath to various parks/institutes; Driving tractors in the field preparation, leveling, outstation driving for VIPs and IIMR staff for daily routine duties	Highly Skilled	Driving and general assistance duties (312 days) x 4	Weekly 5 visits to various institutions/public parks. Driving and general assistance duties (26 days) x 3	NAIP/IIMR	48	
31	Electrical and Plumbing jobs	Regular maintenance of electrical installations in the IIMR complex and farm/ water pipe line, drainage line, plumbing of water to the tank, Cleaning of tank	Highly Skilled	Regular maintenance of 200 electrical installations, 3 server/LAN room services, 30 Acs, seminar lab repair and services 100 points, assisting the electrician in day to day work/Regular maintenance of 2000 meter water + drainage pipe line., Tank Filling two times in a day. Cleaning of tank weekly, (300 days)	Regular maintenance of electrical installations/water+ drainage pipe line/ Tank filling two times in a day, cleaning of tank weekly (25 days)	IIMR	24	

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32	Gardening	Watering of trees / seeding /mulching, Pit making, secondary jungle removal, stump removal & clearing, removal of weeds on field bunds, borders	Skilled	Watering of 100 trees twice a weak, making about 100 pits, cleaning of fields from weed, stumps etc and miscellaneous jobs (300 days).	Watering of 50 trees twice a weak, making about 50 pits, cleaning of fields from weed, stumps, miscellaneous jobs (300 days)	IIMR	12	
33	House keeping and maintance of canteen/guest house	House keeping and maintenance of canteen and guest house, including entertaining guests house, including entertaining guests by requested facilities	Highly Skilled	NA	NA	IIMR	12	
34	Preparation of foods and catering in the canteen/guest house	Preparation of tea, snacks and sorghum food in the canteen and serving. Guest house and utensils cleaning, upkeep of toilets and rooms in tidy condition, including surrounding areas.	Skilled	NA	NA	IIMR	24	
35	Supporting services to FAO/AO/AAO/DDO/Director's Office	Carrying of files, cleaning and maintenance etc. in A&A Section/Estt./Stores / Attending the supporting services in director's office under PA to Director	Skilled	300 days in an year x 3	25 x 3 days	IIMR	48	

