



राष्ट्रीय लीची अनुसंधान केन्द्र  
NATIONAL RESEARCH CENTRE ON LITCHI  
(भारतीय कृषि अनुसंधान परिषद, कृषि मंत्रालय)



(Indian Council of Agricultural Research, Ministry of Agriculture)  
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File No.- 13-1(01)/C&B/2016-2017/Work Contract Group-II

Dated: 06 December, 2017

**Corrigendum-01:2017-DARE-272915-1**

Reference is drawn to this office tender enquiry No E-Tender ID: 2017-DARE-272915\_1 (Providing work Contract Group II (Office & Lab) at ICAR NRC on Litchi, Muzaffarpur). It is to inform that **financial bid** uploaded has been revised as per Appendix 'A' enclosed. Rest contents of above said tender enquiry letter are unchanged. All interested bidder is required to fill their bid in the revised financial bid format.

**This is issued with the approval of Director, ICAR-NRCL Muzaffarpur.**

ADMINISTRATIVE OFFICER

**REVISED FINANCIAL BID FOR WORK CONTRACT-GROUP-II [OFFICE CUM LAB]  
AT ICAR-NATIONAL RESEARCH CENTRE ON LITCHI.**

To,

**The Director  
ICAR-NRC on Litchi  
Muzaffarpur – 842005 (Bihar)**

Dear Sir,

I/We ..... In accordance with the terms and conditions mentioned in Tender documents F.NO...../....., DT..... hereby make an offer Annual Contract basis for Work Contract Group-II at NRC on Litchi, Muzaffarpur for **Office cum Lab Work** as per specification given by you, along with tender forms and agree to hold this offer open for your acceptance for 90 days from the date of opening of this Tender and also agree to undertake the supply of services as per the terms and conditions mentioned in the tender documents

**THE RATES PER UNIT MAY BE GIVEN AGAINST EACH ITEM AS PRESENTED IN FOLLOWING TABLE. (Group-II) AS PER MINISTRY OF LABOUR AND EMPLOYMENT ORDER F. NO.- 1/13(1)/2017-LS.II, DATED: 20/04/2017**

<b><u>A.- Work Contract Group-II ( Lab Work)</u></b>				<b>Annual Tentative Work Requirement</b>	<b>Quoted Rates (In figures and words)</b>
<b>1</b>	Cleaning of lab, dusting of instruments, floor cleaning, etc. as and when needed.	Per hour	Unskilled	3610 hours	
<b>2</b>	Washing of different type of utensils and glassware's etc. as and when needed	Per hour	Unskilled	40701 hours	
<b>3</b>	Collection of samples, sorting, grading, destoning, washing, packaging etc. as and when needed.	Per hour	Unskilled	2910 hours	
<b>4</b>	Helping in preparation of different reagent/ solution/media/processing works as and when needed.	Per hour	Semi-Skilled	6120 hours	
<b>5 (A)</b>	Help in field samples (soil/leaf/plants) collection and it preparation as and when needed.	Per hour	Semi-Skilled	6020 hours	

5 (B)	Task/work related to compilation of information from various sections/subjects/sintering reports/documents, developing effective output with full responsibility & professional skills like Annual Report, PPI presentation, ERP, PFMS, MIS, etc. Sound knowledge of MS-Word and MS-Excel.	Per Hour	Highly Skilled	2400 hours	
6	Miscellaneous works in Laboratory/processing unit as and when needed	Per hour	Unskilled	2500 hours	
7	Supervision and technical support to various processing units/production of bio fertilizer etc.	Per hour or per 60 kg.	Skilled	320 hours	
<b>B.- Work Contract Group-II ( Office Work)</b>					
1	DTP work/Data Entry Work for preparation of different reports and documents	Per hour	Clerical	7200 hours	
2	Driving of vehicle & its regular cleaning, washing, etc.	Per hour	Skilled	2400 hours	
3	Messaging works and duplicating of documents work.	Per hour	Unskilled	4800 hours	
4	Stock Entry, Maintenance of Records, Typing, Data Entry and other miscellaneous works in Administration & Accounts Section/Other related section.	Per hour	Skilled	2400 hours	
<b>Service Charge</b>					
<b>Service Tax/GST</b>					

**Note:** The comparison will be made on the basis of work carried out in the previous months by the centre or tentative work expected in the coming months. The grand total obtained after such calculation will be compared.

- The Director, ICAR-NRC on Litchi, Muzaffarpur reserves right to order the work activities in full or partial.
- In case of discrepancy between figures and words of quoted rates. The lower rates will be considered.
- The quantity of monthly work order may vary (increase or decrease) as per actual requirement.
- The Service Charge cannot be zero or NIL and it should be more than zero.
- The work mentioned is tentative and may vary month to month as per actual requirement.
- The number of activities undertaken in a month may vary as per actual requirement.
- Some of the activities will be required for the maximum part of the year whereas some activities will be required only occasionally as per actual requirement.

**SIGNATURE OF THE CONTRACTOR WITH SEAL**