


<p>केन्द्रीय मुगा एरी अनुसंधान एवं प्रशिक्षण संस्थान (आई.एस.ओ.9001:2008 प्रमाणित संस्थान) केन्द्रीय रेशम बोर्ड वस्त्र मंत्रालय : भारत सरकार लाहदोईगढ़, जोरहाट – 785 700, असम फोन: 0376-2350026, 2335513/ फेक्स: 0376-2335528 ई-मेल: cmerti@rediffmail.com / cmertilad.csb@nic.in वेब साईट : www.cmerti.res.in</p>		<p>CENTRAL MUGA ERI RESEARCH & TRAINING INSTITUTE (An ISO 9001:2008 Certified Institute) CENTRAL SILK BOARD Ministry of Textiles: Govt. of India Lahdoigarh–785 700, Jorhat, Assam Phone: 0376-2350026, 2335513/ Fax : 0376-2335528 E-mail : cmerti@rediffmail.com/cmertilad.csb@nic.in Website: www.cmerti.res.in</p>
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No.CSB/CMER&TI/(7)/2016-17/LC/ 655

Dated 25.04.2016

To
M/s.

BY REGD. WITH A/D POST

Dear Sirs,

Sub : Submission of rate quotation for engagement of Electrician-2 No., Plumber-1No., Driver-3 No., Cook-Cum-Caretaker-1 No. and Safaiwala- 3 Nos. on hire basis at CMER&TI, Lahdoigarh, Jorhat through Registered Manpower Agency - Reg.

This Institute invites sealed envelop quotation from the reputed and qualified registered manpower agencies for providing Electrician-2 Nos., Plumber-1 No., Driver-3 Nos., COok-Cum-Caretaker-1 No. and Safaiwala-3 Nos. on hire basis at CMER&TI, Lahdoigarh, Jorhat initially for a period of one year w.e.f. 11.08.2016 as per the latest minimum wage rate as fixed by Central Labour Commission(CLC) for **Agriculture Sector**.

The quotation should be submitted in a sealed envelop addressed to the Director, Central Muga Eri Research & Training Institute, Central Silk Board, Lahdoigarh, Jorhat superscribing quotation for "Supply of Electrician, Plumbver, Driver, Cook-Cum-Caretaker and Safaiwala on hire basis" to reach this institute on or before **24.05.2016**.

The following **Terms & Conditions** may be noted :

(1) **SAFAIWALA-3 Nos. :** The person must have working experience in the respective field.

Between 18-45 years as on 01.01.2016

To attend cleaning/disinfection and sweeping works at (i) Main Institute, (ii) Training Building of CMER&TI, Farm No.1 and (iii) CMER&TI, Guest House, Cinnamara, Jorhat.

Should be able to read and write.

Contd.2

(2)COOK-CUM-CARETAKER-1 No. : To prepare meal both veg & Non-veg. and breakfast for the guest staying in the hostel and to maintain kitchen and dinning space in hygienic condition. He will have to keep the account of the hostel in respect of food materials, crockery's and to issue food bills etc. Further, as a carekater he will have to maintain cleanliness of all beds of the rooms.

Between 18-40 years as on 01.01.2016.

Must have working experience as a Cook-Cum-Caretaker in a reputed farm/hostel etc. In this regard, an experience certificate from the concerned quarter to be produced.

He must be a capable of reading and writing to prepare the bills and maintain relevant records etc.

(3)DRIVER-3 NOS.

: The Driver must posses a Valid Driving Licence(Heavy) issued by concerned District Transport Authorities.

Minimum Class VIII Standard Pass.

Between 18-40 years as on 01.01.2016.

Minimum 3(three) years expernece in Driving of Heavy Vehicle under Govt./Semi Govt/Institute/Farm etc. experience certificate to this effect must be submitted to drive heavy / light vehicles.

(4)ELECTRICIAN-2 NO.

: Trade Certificate and Valid Licence issued from recognized vocational institute.

Minimum **Class VII Standard Pass**

Preferbly 2(two) years working experience in a reputed/registered firm. To this effect a copy of the certificate to be enclosed.

The electrician shall look after maintenance of electrical installation / scientific equipment / repairing of Generator Sets/Electrical fittings and fixtures in the office building as well as staff quarters to different location.

(5) PLUMBER-1 NO.

: Trade Certificate issued from recognized vocational institute.

Capable to read and write.

18-45 years as on 01.01.2016

The Plumber must have minimum two years working experience in a reputed/registered firm. To this effect a copy of the certificate be enclosed.

The Plumber shall have to attend the repair/replacement of existing water pipe line in the infrastructure of CMER&TI, Lahdoigarh, Office building and Staff quarters both at Lahdoigarh and Cinnamara and other functional buildings.

(6) The rate of wage quoted in the quotation should not be less than the minimum wages notified by the Central Government for supply of Electrician-2 Nos., Plumber-1 No., Driver-3 Nos., Cook-Cum-Caretaker-1 No. and Safaiwala-3 Nos. A copy of the latest notification issued by the Regional Labour Commissioner(Central), Govt. of India, Guwahati to be enclosed along with the rate quotation. The rate should be quoted as per enclosed format in **Annexure-I.**

(7) The agency must comply with the provision of Contract Labour Act 1970 for supply of Electrician-2 Nos., Plumber-1 No., Driver-3 Nos., Cook-Cum-Caretaker-1 No. and Safaiwala-3 Nos. on hire basis.

(8) The Manpower Agency must have a Valid Licence obtained from Labour Department to supply the manpower to difference organizations.

(9) The Manpower Agency must possess the EPF Code Number to deposit EPF which should be deducted at source from the wages of hired Electrician-2Nos., Plumber-1 No., Driver-3 Nos., Cook-Cum-Caretaker-1 No. and Safaiwala-3 Nos. to the Employees' Provident Fund Organization.

(10) The Agency must register themselves with the concerned authorities for deposition of ESI in respect of Electrician-2Nos., Plumber-1 No., Driver-3 Nos., Cook-Cum-Caretaker-1 No. and Safaiwala- 3Nos.

PAYMENT :

1. The wage payment will be made from this institute in favour of the agency only after receiving monthly wage bill duly authenticated by the authorized signatory officer of the Manpower Agency supported with EPF, ESI, service taxes deposited challan, etc.
2. Income-tax shall be deducted at source (TDS) from the wage bill.
3. An Agreement shall be executed between the Manpower Agency and CMER&TI, Central Silk Board, Lahdoigarh, Jorhat on a Non-Judicial Stamped Paper of appropriate amount before engagement of the Electrician-3 Nos., Plumber-1 No., Driver-3 Nos., Cook-Cum-Caretaker-1 No. and Safaiwala- 3 Nos. on contract.

The EMD @Rs.2% should be submitted with the quotation.

The rates should be submitted inclusive of rest day wages.

The quotation along with requisite documents and its information to be submitted to reach this office **on or before 24.05.2016 at 2.00 PM** which shall be opened **at 2.30 PM** on the same day.

The quotation received after the due date and time will be summarily rejected.

The Director reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.

The concerned bidder can obtain the reason for rejection of his bid, bidding procedure and conditions of the bid, if he chooses to do by giving a request in writing.

Yours faithfully,


Director

PROFORMA FOR SUBMISSION OF RATES FOR ENGAGING SAFAIWALA-3 NOS., COOK-CUM-CARETAKER-1 NO., DRIVER-3 NOS., ELECTRICIAN-2 NOS. AND PLUMBER-1 NO.

The rate should be submitted as per the latest minimum wage as fixed by Central Labour Commission(CLC) for **Agriculture Sector inclusive of weekly off / rest days wages**

(Rate per month per person)						
Sl. No.	Particulars	Safaiwala	Cook-Cum-Caretaker	Driver	Electrician	Plumber
1	Basic + VDA as on vide G.O No.... (copy enclosed)					
2	PF (On Basic + VDA (13.36%))					
3	ESI (On Basic + VDA) (4.75%)					
4	Service charges of the agency					
5	Sub-total (1+2+3+4)					
6	Service Tax as applicable					

Date :

Signature & Seal of the
Contractor/Agency or the bidder