



DEMONSTRATION CUM TECHNICAL SERVICE CENTRE

Central Silk Technological Research Institute

Central Silk Board,

Govt. of India – Ministry of Textiles,

D.No 41A Dekishpettai Tirupattur Main Road

Dharmapuri – 636701-Tamil Nadu.

Phone No. 04342- 267312 268516

No. CSB/CSTRI/DCTSC/DPI/2017-18/

Date:27.11.2017

To,

Sub: Supply of Labor s for assisting in cocoon testing for out sourcing

Manpower service on piece rate basis at DCTSC-Dharmapuri Reg.

This office is interested to engage unskilled labour for **assisting in cocoon testing for out sourcing Manpower service on piece rate basis at DCTSC -Dharmapuri. During the Calendar year 2018-19 w.e.f. From 1st January 2018 the approximate 13000 lots per year to be tested. & you requested to quote your lowest competitive rate (Piece rate) towards supply of the same**

As per the requirement, terms and conditions given below.

Terms and conditions:

1) Validity: Rate quoted should not be lesser than the minimum piece wages prescribed under rules & should be valid for a period of one year from the date of quotation.

However the rate of VDA will change as and when central Governments revises the rate.

2) Supply: Out sourcing manpower services on piece rate basis for assisting cocoon testing

Day to day work at DCTSC- Govt Cocoon Market premises at Dharmapuri.

3) Payment: The Contract workers should be Paid on or before 5 th of every month and

On Submission of bills along with copies of acquaintance. Payment of obligatory remittances to concerned department, etc. The payment to the contractor will be settled.

No advance payment will be made to the contractor/ agency under any circumstances.

4) Others, if any: Taxes, services charges, should be shown separately.

5) Other details required: copies of registration certificate of Establishment issued by

Government of Tamil Nadu, Department of Labour, ESI NO/EPF NO/ Service Tax /Registration no. The letterhead of the firm contain the TN/CST, GST Registration Number Registration No/TAN No/Pan No/etc Bank A/c No along with address of the bank.

6) **Period of contract:** Initially one year from the date of its commencement. A separate Agreement will be entered into on non-judicial stamp paper with required terms & Conditions. However, the contract will be extended based on the performance of first Year and if the rates quoted remain same except for VDA, which changes periodically.

7) **Responsibility:** The contractor should ensure payment of minimum wages of the Contract laborers at the time of disbursement and also ensure that all the benefits as are admissible under various labour laws.

8) **Nature of work:** Assisting in various cocoon-testing actives (unskilled)

- 1) Drawl of one Kg cocoon sample per lots.
- 2) Deflossing of the sample drawn for testing using deflossing machine
- 3) Sorting of the sample drawn (one kgs cocoon per lots) by removing all defective cocoons.
- 4) Defective cocoon (D.C) and counting the numbering of good cocoon.
- 5) Number of Defective cocoon manually.
- 6) Finding of the D.C% Shell Ratio (SR) % with help of the technical staff for the lots 60 per day.
- 7) The remaining cocoons of the each lot to be returned to the concerned farmer.
- 8) General maintenance of office premise, and any other works arise there & then.

19) **EMD of 2% on contractual amount should be deposited by demand draft drawn in the Favor of the Scientist-D DCTSC Central Silk Board, Dharmapuri. (Tamil Nadu) to be payable Central bank of India Dharmapuri, along with quotation EMD amount will be Returned on award of the contract and will carry no interest.**

The successful tenderer on award should deposit contractual amount by the successful enterers on award of contract.

. The quotation completed in all respect addressed to the **Scientist-D Demonstration Cum Technical Service Centre D.No 41A Dekishpettai Tirupattur Main Road Dharmapuri -636701 Tamil Nadu**

in a sealed envelope, super scribing “ quotation for supply of Labour man days on contract basis should reach this Office on or before 20th Dec-2017 by 03.00 PM.

Quotation will be opened on the same day at 04.00 pm. Quotation received after the due date and time will be rejected.

The undersigned reserves the right to accept any or all the quotations without assigning

Any reason whatsoever.

Yours faithfully.

SCIENTIST-D

SPECIMEN FORMAT

Sub. Submission of quotations for supply Contract worker

To Cocoon testing center, -Dharmapuri. –Reg

Ref:

With reference to the above, we are willing to offer our service to supply

Contract workers on regular basis to your unit and quote our charges /Person/day are follows:

| Sl | Particulars | Remarks |
|----|--|--|
| 1 | Basic +VDA+epf@ 13.61% + Service charges/worker/day+ service tax as applicable. | Rate quoted should not be lesser than the minimum Wages prescribed under rules & valid for period of one year from the date of quotation. However The Rate Of VDA Will Change as and when Central Government revise the rate. |

In support of our quotation, we have enclosed copies of following documents for your

Kind/perusal and record.

| sl | Documents | Yes/NO |
|----|---|--------|
| 1 | Registration certificate issued by Department of Labour. Government of Tamil Nadu | |
| 2 | Employees provident fund organization (EPF CODE) Certificate of the firm | |
| 3 | Employees state Insurance Corporation (ESI) code certificate of the form if Dharmapuri covered under ESI, Letter OF Proof thereof | |
| 4 | Certificate of registration for payment of service tax with Central Excise Dept. | |
| 5 | Income tax PAN number copy | |
| 6 | Tamil Nadu profession tax registration number/copy of certificate | |
| 7 | Copies of award of work contract/list of companies serviced by the Labor contractor. | |
| 8 | Proof for supplying contract workers to Govt. firms | |
| 9 | GST Registration Number | |

Signature of the labour contractor