



ACHARYA N.G.RANGA AGRICULTURAL UNIVERSITY
Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu, NTR District.
Phone Nos.08654 288238, Cell : 9989623824
Website : www.kvkgarikapadu-angrau.org e-mail : kvk.garikapadu@angrau.ac.in



Tender.No.3/KVK-GKPD/Labour/2025

Dt.02.01.2026

Tender Notification for providing Agricultural Labour on work done on work contract basis to the Agricultural Operations, Tractor Driver, Bolero driver and AWM for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works with contract labour, Watch & Ward duties etc. available as per list enclosed in the Annexure for a period of 90 days from 01.01.2026 to 31.03.2026 during the Financial Year 2025-26.

Sealed tenders are invited from reputed contractors having license with Labour Department registered with Central Excise Department and having EPF and ESI No. experience in the similar field for providing Agricultural Labour, Tractor Driver, Bolero driver and AWM on work done on work contract basis by paying the wages to each worker as per minimum wages Act and orders issued by the Government or University from time to time to Agricultural Operations at Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu. Tender forms, terms and conditions can be obtained from the University website www.angrau.ac.in or from O/o. Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu.

The sealed tenders along with E.M.D. of 2½ % of the amount of Rs.10,00,000/- sanctioned for **90 days** duly super scribing on the envelop "Tender for providing Agricultural Labour for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works with contract labour, Tractor Driver, Bolero driver and AWM, Watch & Ward duties etc. on work done on work contract basis" should reach the undersigned **on or before 12.01.2026** and the sealed tender will be **opened on 13.01.2026 at 10.00 A.M.** in the presence of the tenderers present and approved tender committee.

(Dr.M.Ravi Kishore)
Programme Coordinator,
Dr.K.L.Rao KVK, Garikapadu,
NTR District, AP.



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Tender documents for providing Agricultural Labour & Tractor Driver, Bolero driver and AWM for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works with contract labour, Agricultural Work Men, Drivers, Watch & Ward duties etc.. on work done on work contract basis

(Should be filled in on the printed letter head of the tenderer with date, signature and seal and submit along with tender form)

PRICE SCHEDULE

(The rate should be quoted by observing the minimum wages to be paid to each Agricultural Labour, EPF, ESI, Commission & I.I. and final rate in figures & words).

S. No.	List of Agricultural Operations at Dr.K.L.Rao KVK, Garikapadu, NTR District	Rate per person & day / month (₹)
	General and Regular works	
1	Watch & ward at office per month by Agricultural workers	
2	General cleaning of farm field bunds and office surroundings, Watch & ward at demo units, farmers hostel per month	
3	Watch & ward maintainance at poultry shed/ Brush cutter operation on field bunds and office premises.	
4	Lawn, Farmers hostel and other maintenance including weeding and irrigation per month and also preparation & cleaning of irrigation channels for KVK Farm	
	Seed Production and Instructional farm works	
5	Irrigation to the field in the seed production farm per month	
6	Sowing of paddy/pulses/cereals/milletts/oil seeds/ vegetable crops/horticulture crops	
7	Weeding in paddy/pulses/cereals/milletts/oil seeds/vegetable crops/horticulture crops	
8	Nursery maintenance of paddy	
9	Transplanting of paddy/ Line sowing in paddy	
10	Weeding operation and herbicide application in paddy	
11	Cono weeder or star weeding operation in paddy and ID crops	
12	Spraying operations	
13	Plant Protection measures / Agro Chemical application	
14	Roughing in paddy/Alleyway formation/ Thinning and gap filling at KVK farm crops	
15	Fertilizer application	
16	Harvesting of paddy	
17	Post harvest Operations of Paddy	
18	Drying and bagging of Paddy	
19	Transporting of FYM/fertilizers/farm produce/farm debris, etc/load to the site	

20	Sowing operations with tractor seed drill or manual operated seed drill.	
21	Harvesting of pulses, commercial crops and oil seeds (Greengram, Blackgram, Redgram, Cowpea, field bean, sesame, cotton, chilli, groundnut etc) (1st picking/2nd pickings/3rd pickings)	
22	Post harvest operation of pulses	
23	Post harvest operation of cereals, pulses, oil seeds and other crops	
	Horticulture	
24	Digging trench/pit/m ³	
25	Harvesting of flowers and vegetables / (1st picking/2nd pickings/3rd picking)	
26	Mixing of soil manure and Nursery beds preparation in shade net	
27	Coir pith, filling of pro trays	
28	Arrangement of pro trays on beds	
29	Sowing/planting of seeds, seedlings /plantlets	
30	Watering to nursery etc.,	
31	Preparation of basins and Land preparation and layout for vegetables and flowers	
32	Fertilizer application /Irrigation / drip irrigation	
33	Pruning / training of orchards	
34	Maintenance of orchards plant protection sprayings	
35	Weeding and intercultural operations / Formation of ridges and furrows including Beds preparation for Horticultural crops	
36	Laying of plastic mulch	
37	Spraying of Plant protection chemicals	
38	Scaring of Monkeys and birds	
39	Harvesting and sale of produce (seed, vegetables and value added products etc.) in KVK stall	
	Veterinary Sciences	
40	Feeding and caring of sheep and goat unit	
41	Feeding and caring of cattle (Dairy) unit	
42	Maintainance of Poultry Unit	
	DEMO and Income Generation Units	
43	Assistance at Mushroom Unit and textile printing unit	
44	Assistance at Mini Processing unit and nutritional garden	
45	Assistance at Vermicompost, STL, CHC and azolla Unit	
46	Assistance and maintainance of Chicken nuggets unit and also for Value addition unit	
47	Assistance at apiary and sticky traps unit	
48	Any Miscellaneous farm related works	

Note : The Commission charges should be inclusive of Income Tax of 2% (Ex:-Total Commission = Income Tax 2% + Commission) as applicable from time to time payable by contractor to the Central/ State Government on Gross amount of the bill.

I/We agree that the above quoted rates of wages on work done on work contract basis payable to the Agricultural Labour as per Minimum Wages Act and the rules existing from time to time including EPF, ESI, I.T., Commission other administrative charges etc. and all statutory obligations and relief of guards.

I/We agree to execute the contract in accordance with the provisions of the tender document.

Signature :

Name :

Designation :

Address with mobile

No. and email ID :

Place :

Date :

D.D. No., date and amount and

The name of the bank towards E.M.D.

Signature :

Name :

Designation :

Address :

Seal of the Agency :

Place :

Date :

Tender Documents for Agricultural Operations:

(The tenderer is required to print the following undertaking on his/her letter head with date, signature, seal and submit along with the tender form)

UNDERTAKING

- 1. It is to certify that the final rates mentioned in the price schedule including commission charges, supervision and other stationary expenditure like license fee, administration charges.*
- 2. I/We further undertake that I/We follow all the statutory rules like minimum wages Act, EPF Act, ESI Act etc. applicable to contract labour and we will be responsible for any labour problems arising out of Rules as specified by the appropriate Govt. authority from time to time.*
- 3. I/We are ready to execute the contract with effect from the date stipulated by the Programme Coordinator, Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and sign the contract agreement on Non-Judicial stamp paper of specified value.*
- 4. I/We undertake to furnish the **Security Deposit of Sum Equivalent to 5% of probable contractual** amount for **90 days** which is to be retained by the Programme Coordinator, Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu for the entire period of contract which shall be refunded only after the satisfactory expiry of the services provided by the contractor within three months after expiry of contract period. The security Deposit will not carry any interest.*
- 5. I/We will abide by all the terms and conditions laid down by the Programme Coordinator, Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu .*

Signature :

Name :

Designation :

Address :

Place :

Date:



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Terms and Conditions of Agreement between Contractor and Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu

An agreement made at on this day of 2026 between Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu represented by the Programme Coordinator S/o. aged years (hereinafter called University) which expression shall unless excluded by or repugnant to the subject or context include Research Station(s)/Scheme(s) or any other Establishment of Office under its control or its successors or assignees of one part and represented by Sri S/o. aged Years (hereinafter called Contractor) which expression, unless expression, unless excluded by or repugnant to the subject or context includes his heirs, executor, Administrators and legal representative of other part.

And whereas the Contractor is carrying on the business of..... Man power supply to the Agricultural operations on work done on work contract and whereas the University is desirous of entrusting them to the Contractor.

Whereas the University is engaged in Extension and other related activities is desirous of engaging contractor to Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu for supply of man power for Agricultural Operations and Tractor Driver, Bolero driver for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works like Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc. for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu on work done on work contract basis and such other incidental works as may be entrusted from time to time.

And whereas the Contractor has agreed to undertake the contract upon the following terms and conditions.

- 1) This agreement is entered on 01-01-2026 between the **Programme Coordinator, Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu, NTR District** and representation by its
- 2) **WHEREAS** it has been agreed to by the agency to *i.e.* to lend manpower supply of Agriculture Operations and Tractor Driver for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc., for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu on confirming to the changes mentioned in the foregoing.
- 3) **WHEREAS** it has been agreed that the Agriculture Operations and Tractor Driver for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc., for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu deputed for the works should have clean and should be men of integrity and sincerity in their duties.
- 4) **WHEREAS** it has been agreed that the Junior Assistant cum Typist / Computer Operator, Watch and Ward duties, mess helper, scavenger must be having the following qualifications :
Drivers and AWM must have
 - 7th class passed
 - Driving license with badge number for drivers**Agricultural operations**
 - Unskilled workers
- 5) **WHEREAS** it has been agreed that the against sanctioned post and agricultural operations deputed for the works should have clean and should be men of integrity and sincerity in their duties.
- 6) **WHEREAS** it has been agreed that the against sanctioned posts / Non sanctioned posts on duty should bestow full and complete attention and should shoulder responsibilities of the typing work corresponding of different types of letters and file maintenance.
- 7) **WHEREAS** it has been agreed that the Head office or any branch office during the inspection it found any negligence from the workers of their duties, it is complete responsibility of the agency to replace or terminate and may have rights to recruit such workers to work on Agriculture Operations and Tractor Driver for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc., for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu with a reliable substitute immediately.
- 8) **WHEREAS** it has been agreed that the attendance of Agriculture Operations and Tractor Driver for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc., for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu in prompt and punctual and continuous without break and even in cases of exigency the continuity of the manpower should not be lost and in any such event the agency shall become liable and the Programme Coordinator, Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu,, NTR District on account their absence shall be reimbursed.

- 9) **WHEREAS** it has been agreed that the Agriculture Operations and Tractor Driver for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc., for Dr.K.L.Rao Krishi Vigyan Kendra, Garikapadu during the duty period should maintain cordial relationship among themselves and do not enter into quarries among themselves and with others at the cost of the office and in such cases anything untoward incident happens of whatsoever nature the basic office shall have not responsibility and it shall be only to the account and liability to the agency.
- 10) **WHEREAS** it has been agreed that the agency shall collect employer share of E.P.F. (13%), E.S.I. (3.25%), GST 18% and Agency Commission of Agriculture Operations and Tractor Driver and Bolero Driver for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works like Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu between the Programme Coordinator, Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu, NTR District and remit to EPF organization.
- 11) The suppliers of Agriculture Operations and Agriculture Operations and Tractor Driver for Programme Coordinator, Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu,, NTR District and for entrusting different works Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc., have to fulfill the terms and conditions laid down in the tender form.
- 12) The period of contract is from **01-01-2026 to 31.03.2026** it may be extended. However the contract will be cancelled at any time without assigning any reason thereof with prior notice as per government regulations. If the performance of the contract Agriculture Operations with watch and ward, Tractor Driver, Bolero driver, AWM for Dr. K .L. Rao Krishi Vigyan Kendra, Garikapadu and for entrusting different works Agricultural Work Men, Tractor Driver, Bolero driver and Watch & Ward duties etc., is not upto the mark.

**IN WITNETSS WHERE of the parties have here to subscribe their respective hands
the day_____ month year _____first herein above written.**

SIGNED AND DELIVERED BY

NAME

(BLOCKLETTER)

SIGNATURE OF PRINCIPAL SCIENTIST & HEAD AND PRINCIPAL

DESIGNATION AND OFFICE SEAL

ADDRESS

SIGNED AND DELIVERED BY THE

“CONTRACTOR”

M/s.....

ADDRESS

NAME

(BLOCKLETTERS)

PRESENT ADDRESS

SEAL

PERMANENT ADDRESS