



ACHARYA N.G. RANGA AGRICULTURAL UNIVERSITY
Agricultural Research Station & Polytechnic of Agriculture,
Garikapadu - 521 175, NTR District

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Tender.No.1/ARS&PoA-GKPD/Labour/2026

Dt.01.04.2026

Tender Notification for providing Agricultural Labour on work done on work contract basis to the Agricultural Operations and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu available as per list enclosed in the Annexure for a period of 180 days from 03.04.2026 to 30.09.2026 during the Financial Year 2026-27.

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 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 Agricultural Research Station & Polytechnic of Agriculture, Garikapadu. Tender forms, terms and conditions can be obtained from the University website www.angrau.ac.in or from O/o. Agricultural Research Station or Polytechnic of Agriculture, Garikapadu.

The sealed tenders along with E.M.D. of 2½ % of the amount of Rs.10,00,000/- sanctioned for 180 days duly super scribing on the envelop "Tender for providing Agricultural Labour, Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu on work done on work contract basis" should reach the undersigned on or before 13.04.2026 and the sealed tender will be opened on 15.04.2026 at 10.00 A.M. in the presence of the tenderers present and approved tender committee.

Principal Scientist & Head (FAC)
Principal (FAC)



**Agricultural Research Station & Polytechnic of Agriculture,
Garikapadu - 521 175, NTR District**

Tender documents for providing Agricultural Labour & Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu 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.	Details of Man power supply	Rate per person & day / month (₹)
1.	Nursery bed preparation in rice	
2.	Nursery pulling	
3.	Transplanting in rice	
4.	Alleyways formation in rice	
5.	Fertilizer application in rice/ any field crops	
6.	Spraying of pesticides in Rice (Taiwan sprayer)	
7.	Spraying of pesticides in Rice (knapsack sprayer)	
8.	Weeding/ Roguing in Rice	
9.	Ploughing, puddling, intercultivation operation with tractor	
10.	Harvesting of paddy, Threshing, Winnowing (rice)	
11.	Assistance to harvesting machine	
12.	Irrigation to field crops	
13.	Weeding in ID crops	
14.	Trimming of in rice field bunds	
15.	Threshing and winnowing of ID crops	
16.	Sowing of ID crops (Manual) & with tractor	
17.	Spreading of FYM/Gravel/Soil	
18.	Formation of bunds and irrigation channels	
19.	Rectification of irrigation channels	
20.	Cutting and removal of dried branches in Mango, Citrus, Amla, sapota orchards	
21.	Digging of pits (2x2x2')	
22.	Harvesting of ID crops	
23.	Making drainage channel 1ft deep	
24.	Removal of weeds in orchards	
25.	Irrigation to ID Crops (sprinkler and flooding)	
26.	Spraying (Taiwan sprayer) in ID crops	
27.	Spraying (knapsack) in ID crops	

28.	Loading FYM/Gravel/Soil to tractor	
29.	Fence work (Strengthening of poles, replacement of poles, Tying with barbed wire)	
30.	Trenching of channels	
31.	Trimming of field bunds in ID Crops	
32.	Digging of Irrigation/drainage channels	
33.	Cleaning of field bunds in ID Crops	
34.	Push hoeing in field crops	
35.	Stubble collection	
36.	Irrigation–Flooding/ Sprinklers	
37.	Gathering & Bundling of field crops	
38.	Monkey & Bird scaring / day	
39.	Loading & Unloading of Paddy/redgram/ greengram /blackgram etc.,	
40.	Harvesting of ID crops	
41.	General cleaning at farm and office surroundings	
42.	Fumigation in Farm stores and godowns	
43.	Drying, heaping and bagging of crop produce	
44.	Loading, unloading & netting of paddy bags (Each 75 kg)	
45.	Weighing, stitching and netting of processed seed bag (each 30Kg)	
46.	Seed produce- cleaning manually	
47.	Making of channels in orchard and field crops	
48.	Tree basin making	
49.	Planting of saplings	
50.	Irrigation to orchard plants	
51.	Spraying to orchard crops(mango,citrus, etc)	
52.	Cleaning office premises	
53.	Tractor Driver	
54.	Agricultural Supervisor	
55.	Computer Operator	
56.	Electrician-cum-plumber	
57.	Mess cook	
58.	Watch & ward duties	
59.	Cook / helper	
60.	Scavenger	

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 Principal Scientist & Head (FAC), Agricultural Research Station and Principal (In-Charge), Polytechnic of Agriculture, 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 180 days which is to be retained by the Principal Scientist & Head (FAC), Agricultural Research Station and Principal (In-charge), Polytechnic of Agriculture, 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 Principal Scientist & Head (FAC), Agricultural Research Station and Principal(In-Charge), Polytechnic of Agriculture, Garikapadu.*

Signature :

Name :

Designation :

Address :

Place :

Date:



**Agricultural Research Station & Polytechnic of Agriculture,
Garikapadu - 521 175, NTR District**

Tender for providing contract labour for executing the works for the Agriculture Operations and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu, on work done on work contract basis by the contractor.

Terms and Conditions of Agreement between Contractor and Agricultural Research Station & Polytechnic of Agriculture, Garikapadu

An agreement made at on this day of 2026 between Agricultural Research Station & Polytechnic of Agriculture, Garikapadu, represented by the Principal Scientist & Head (FAC) and Principal (In-charge), D/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 Research and other related activities is desirous of engaging contractor to Agricultural Research Station & Polytechnic of Agriculture, Garikapadu for supply of man power for Agricultural Operations and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, 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 between the **Principal Scientist & Head (FAC), Agricultural Research Station and Principal (In-charge), Polytechnic of Agriculture, 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 Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu, confirming to the changes mentioned in the foregoing.
- 3) **WHEREAS** it has been agreed that the Agriculture Operations and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, 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 :
JACT / Computer Operator must have
 - Degree in any discipline / Agricultural Polytechnic
 - Type writing lower grade in English & DCA / GDCA Certificate**Driver must have**
 - 7th class passed & Driving license with badge number**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 Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu with a reliable substitute immediately.

- 8) **WHEREAS** it has been agreed that the attendance of Agriculture Operations and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, 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 Principal Scientist & Head, Agricultural Research Station and Principal, Polytechnic of Agriculture, Garikapadu, NTR District on account their absence shall be reimbursed.
- 9) **WHEREAS** it has been agreed that the Agriculture Operations and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, 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 for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu between the Principal Scientist & Head, Agricultural Research Station and Principal, Polytechnic of Agriculture, Garikapadu, NTR District and remit to EPF organization.
- 11) The suppliers of Agriculture Operations and Agriculture Operations and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu have to fulfill the terms and conditions laid down in the tender form.
- 12) The period of contract is from **03-04-2026 to 30-09-2026** 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 and Tractor Driver for Agricultural Research Station, Garikapadu and for entrusting different works like Agricultural Supervisor, Computer Operator, Electrician-cum-plumber, Mess cook, Cook/ helper, Scavenger, Watch & Ward duties etc. for Polytechnic of Agriculture, Garikapadu 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

PARMANENT ADDRESS