



OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, DHENKANAL
Near Bus Stand, Krushi Bhawan Dhenkanal
Email ID- ddadkl.dag@od.gov.in

e-TENDER NOTICE

Tender No.: 4118 /CDAO/DKL/2026

Date: 8/07/26

The Chief District Agriculture Officer, Dhenkanal invites online bids from eligible and District empanelled manpower service providers for providing manpower to the CM-KISAN Centre, Dhenkanal. The Agency shall provide manpower (3 Nos. of Multiskilled assistants and 1 No. of Office attendant) to be engaged in CM KISAN Centre O/o Chief District Agriculture Officer, Dhenkanal. The interested bidders shall submit the documents along with proper indexing in a sealed cover to the Chief District Agriculture Officer, Dhenkanal on or before 21/07/26 through speed post/Registered Post/Courier during the office working hours. The sealed quotations shall be opened on dt. 22/07/26 at 3 PM in the office chamber of CDAO Dhenkanal in presence of selection committee members and applicants/ their Authorised signatories. The applications received incomplete or after the scheduled date and time shall be summarily rejected.

1. Contract Period

Initially for one year, extendable based on satisfactory performance and requirement.

2. Eligibility Criteria

The bidder should:

- Be registered under Companies Act/Societies Act/Partnership/Proprietorship.
- Be District Empanelled.
- Have minimum 3 years' experience in manpower outsourcing.
- Have valid GST Registration.
- Have valid PAN.
- Have EPF Registration.
- Have ESI Registration.
- Have Labour Licence under Contract Labour Act.
- Not be blacklisted by any Government Department

3. Documents to be Submitted

- Registration Certificate
- PAN
- GST Registration
- EPF Registration
- ESI Registration
- Labour Licence
- District Empanelled Certificate
- Experience Certificates
- Audited Financial Statements/IT Returns (last 3 years)
- Affidavit regarding non-blacklisting

4. Remuneration

The remuneration of deployed manpower shall be paid strictly as per the order issued by Govt. In Department of Agriculture & Farmers Empowerment, Odisha as mentioned below.

Sl. No.	Item	Calculation of Monthly Remuneration (In Rs)	
		Multi Skilled Assistant	Attendant
1	Manpower		
2	Category	Skilled	Unskilled
3	Wages per day in Rs	562	462
4	26 days wages/month	14612	12012
5	EPF@13%	1899.56	1561.56
6	ESI@3.25%	474.89	390.39
7	Service charges@7%	1022.84	840.84
	Sub Total	18009.29	14804.79
8	GST@18%	3241.67	2664.86
	Grand Total	21250.96 or Rs 21251/-	17469 or Rs 17470/-

4. Payment

Monthly payment shall be released after:

- Submission of attendance.
- GST Invoice.

5. Termination

The contract may be terminated with one month's notice in case of:

- Poor performance.
- Violation of terms.
- Submission of false information.
- Non-payment of statutory dues.

6. Authority

In case of any discrepancies, the Chief District Agriculture Officer, Dhenkanal reserves the right to accept or reject any or all bids without assigning any reason thereof.

h m 10.07.26

**Chief District Agriculture Officer
Dhenkanal**

For any tender related query mail us at "ddadkl.dag@od.gov.in" on or before 15/07/26.