

### **1.1.1 Name and address of the Organization:**

ICAR – Indian Institute of Spices Research,

Marikunnu Post, Kozhikode, Kerala – 673 012.

Telephone No.: 0495- 2731410 /2731753 / 2731345 / 2730550

Fax: 0495-2731187

E-mail: [director.spices@icar.gov.in](mailto:director.spices@icar.gov.in)

Website: [www.spices.res.in](http://www.spices.res.in)

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### **1.1.2 Head of the Organization:**

Dr. R. Dinesh, Director

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### **1.1.3 Vision, Mission and Key Objectives:**

**Vision: “Spicing up the Nations progress”**

**Mission:** To serve the spice growers by conducting goal-directed, peer-reviewed research and educating future generation to be science literate. Our Institute seamlessly integrates research, education and global networking into programs, products and services.

#### **Key Objectives:**

The mandate of the institute was revised with effect from 16 May 2016 during the 87th Annual General Meeting of the ICAR Society held on 04 February 2016 ((DARE vide Letter F. No. 13(102)/2015-Cdn.Tech. dated 20 May 2016)

- Basic, applied and strategic research on genetic resource management, crop improvement, crop production and protection technologies for enhanced production of safe spices.
- Transfer of technology, capacity building and impact assessment of technologies.

Coordinate research and validation of technologies under AICRP on Spices

#### **1.1.4 Function and duties:**

The Indian Institute of Spices Research (IISR), Kozhikode (Calicut) a constituent body of Indian Council of Agricultural Research (ICAR) is a major Institute devoted to research on spices. In 1976, it started as a Regional Station of the Central Plantation Crops Research Institute (CPCRI), Kasaragod engaged in research on spices.

A National Research Centre for Spices was established in 1986 with its headquarters at Kozhikode, Kerala by merging the erstwhile Regional Station of CPCRI at Kozhikode and Cardamom Research Centre at Appangala, Karnataka. Realising the importance of Spices Research in India this Research Centre was upgraded to Indian Institute of Spices Research on 1st July, 1995.

The laboratories and administrative offices of the institute are located at Chelavoor (50m above MSL), 11 km from Kozhikode, Kozhikode District, Kerala on the Kozhikode -Wyanad road (NH 212) in an area of 14.3 ha.

## LIST OF PROJECTS

### **Mega Project I: Characterizing genetic resources to identify core collections and their long-term conservation**

Project Leader: Dr M S Shivakumar

1. Gen. XXVIII (813): Conservation and characterization of *Piper* germplasm  
Principal Investigator: - Dr. Muhammed Azharudheen T.P  
Co-Investigators: -Dr. M.S. Shivakumar, Dr. Honnappa Asangi, Dr. R. Gobu & Dr. Maneesha S.R
2. Gen. XIX (813): Conservation, characterization, evaluation and improvement of *Zingiber* and *Curcuma* sp.  
Principal Investigator: - Dr. S. Aarthi,  
Co-Investigators: -Dr. R. Gobu, Dr. H. J. Akshitha, Dr. D. Prasath & Dr. N. K. Leela
3. Gen. XXXIII (813): Identification of core collection, characterization and maintenance of cardamom germplasm  
Principal Investigator: - Dr. Honnappa Asangi  
Co-Investigators: -Dr. S. J. Ankegowda, Dr. H. J. Akshitha, Dr. Mohammed Faisal Peeran, Dr. M. Balaji Rajkumar & Ms Sivaranjani R
4. Gen. XXXVI (813): Genetic resources management in tree spices  
Principal Investigator: - Mr. V. A. Muhammed Nissar  
Co-Investigators: - Dr. Sharon Aravind, Dr. Honnappa Asangi & Dr. Maneesha S R
5. Gen. XXXVII (813): Conservation of *Vanilla* spp. and their utilization in crop improvement  
Principal Investigator: - Dr. S. Aarthi  
Co-Investigators: -Dr. Sharon Aravind, Mr. V. A. Muhammed Nissar & Ms. R. Sivaranjani

### **Mega Project II: Genomics assisted breeding for trait specific varieties in spices**

Project Leader: Dr. T. E. Sheeja

1. Gen. XXXI (813): Breeding black pepper for high yield, quality and resistance to stresses.  
Principal Investigator: -Dr. M.S. Shiva Kuma  
Co-Investigators: - Dr. K.S. Krishnamurthy, Dr. Muhammed Azharudheen T.P. & Mr Mukesh Sankar S

2. Gen. XXXVI (813): Evolving high yielding, biotic and abiotic stress resistant cardamom lines through selection and hybridization.  
Principal Investigator: - Dr. H. J. Akshitha  
Co-Investigators: - Dr. S. J. Ankegowda, Dr. M. Balaji Rajkumar & Dr. M. S. Shivakumar, Dr. Mohammed Faisal Peeran & Dr. Honappa Asangi
3. Biotech. XIV (813): DNA fingerprinting and barcoding in spices .  
Principal Investigator: - Dr. T.E. Sheeja  
Co-Investigators: - Mr. Mukesh Sankar S
4. Biotech. XV (813): Identification & characterization of gene editing targets for *Ralstonia* resistance in ginger.  
Principal Investigator: - Dr. P. S. Divya  
Co-Investigators: - Dr. C.N. Biju
5. ICAR-CIB-III: Genomics-assisted identification of trait-specific markers for major biotic and abiotic stresses and development of core collections of black pepper.  
Principal Investigator: - Dr. T. E. Sheeja  
Co-Investigators: - Dr. K.S. Krishnamurthy, Dr. A. Jeevalatha, Dr. M.S. Shivakumar, Ms. Sona Charles, Dr. Muhammed Azharudheen T.P, Dr. U.B. Angadi & Dr. Sunil Kumar
6. DUS project  
Principal Investigator: - Dr. Sharon Aravind  
Co-Investigators: - Dr. R.Gobu, Dr. S. Aarthi, Dr.H. J. Akshitha, Dr. Maneesha S.R. & Dr. Muhammed Azharudheen T.P
7. Biotech. XVI (813): Development of data-driven pipelines and tools for multiple high throughput sequencing data from spices.  
Principal Investigator: - Ms Sona Charles  
Co-Investigators: - Dr. T. E. Sheeja
8. Gen. XXXVII (813): Rootstock breeding in nutmeg and black pepper for enhanced yield, tolerance to biotic and abiotic stresses.  
Principal Investigator: - Dr. Sharon Aravind  
Co-Investigators: - Dr. Maneesha S R, Dr. K S Krishnamurthy & Dr. C N Biju
9. Gen. XXXVIII (813): Screening and evaluation of black pepper (*Piper nigrum* L.) genotypes for nutrient use efficiency.  
Principal Investigator: - Dr. Maneesha S.R  
Co-Investigators: - Dr. M S Shivakumar, Dr. V Srinivasan, Dr. T E Sheeja & Dr. K S Krishnamurthy



## Mega Project III: Enhancing input-use efficiency and productivity in spices through smart farming

Project Leader: Dr. V. Srinivasan

1. Phy. X (813): Evaluation of black pepper and cardamom elite lines for yield and quality under moisture stress.  
Principal Investigator: - Dr. S.J. Ankegowda  
Co-Investigators: - Dr. K.S. Krishnamurthy
2. ICAR-NASF-1: Risk assessment of nanoparticle accumulation in soils: Effects of metal oxide nanoparticles on soil bacterial communities, soil microbial processes and evaluation of phytotoxicity using genomic approaches.  
Principal Investigator: - Dr. T. E. Sheeja  
Co-Investigators: - Dr. V. Srinivasan & Dr. C. Sarathambal
3. ICAR Mega Seed Project (Agr. XXXVII (813): Production of nucleus planting materials of improved varieties of spice crops.  
Principal Investigator: - Dr. K. Kandiannan  
Co-Investigators: - Dr. V. Srinivasan, Dr. P. Rajeev, Dr. Sharon Aravind, Dr. Ljio Thomas, Dr. Honnappa Asangi & Dr. H. J. Akshitha
4. AGR. XXXI (813). Development of fertigation schedule for better productivity in black pepper. Principal Investigator: - Dr. C.K. Thankamani  
Co-Investigators: - Dr. K. Kandiannan
5. Biochem. X (813): Study on spike abscission: Developing chemically induced method for harvesting black pepper (*Piper nigrum* L.).  
Principal Investigator: - Dr. Anees, K  
Co-Investigators: - Dr. K.S. Krishnamurthy & Dr. C. N. Biju
6. ICAR-CPPHT-1: Network project on organic farming.  
Principal Investigator: - Dr. C.K. Thankamani  
Co-Investigators: - Dr. V. Srinivasan, Dr. R. Praveena, Dr. C. Sarathambal, Dr C Sellaperumal , Dr. S. Shanmughavel & Dr. B. Pradeep
7. NICRA-CPPHT 1: NICRA Strategic Component Project: Climate change impact, mitigation and climate resilience studies in black pepper, ginger and turmeric.  
Principal Investigator: - Dr K.S. Krishnamurthy  
Co-Investigators: - Dr U. Surendran, Dr V. Srinivasan, Dr N.K. Leela, Dr. S.J. Ankegowda and Dr.K Kandiannan

## **Mega Project IV: Value addition in spices through post-harvest interventions and product diversification**

Project leader: Dr. Jayashree E

1. CPPHT X (813) Investigation on bioactive phytochemicals from spices.  
Principal Investigator: - Dr. N. K. Leela  
Co-Investigators: - Ms. R. Sivaranjani & Ms. Sona Charles
2. Biochem. IX (813): Evaluation of chemo-diversity and microencapsulation of selected spices.  
Principal Investigator: - Ms. R. Sivaranjani  
Co-Investigators: - Dr. C. N. Biju
3. CPPHT IX (813): Functional product development of spices through value addition and by-product utilization.  
Principal Investigator: - Dr. E. Jayashree  
Co-Investigators: - Dr. Anees, K., Dr. Alfiya P.V & Dr. B. Dayakar Rao
4. CPPHT X (813) Non-conventional approaches for spice processing, preservation and packaging.  
Principal Investigator: - Dr. Alfiya P V  
Co-Investigators: - Dr. E Jayasree & Dr. Anees K

## **Mega Project V: Ensuring food safety in spices through value chain management**

Project leader: Dr. Anees K

1. CPPHT VIII (813): Pesticide residue monitoring of major spices.  
Principal Investigator: - Dr. Anees K  
Co-Investigators: - Dr. N. K. Leela, Dr. C. M. Senthil Kumar , Dr. M. Balaji Rajkumar & Ms. R. Sivaranjani
2. DST-CPPHT-1: Aflatoxin management in spices: Development of novel preventive methods.  
Principal Investigator: - Dr. Anees K  
Co-Investigators: - Dr. E Jayashree, Dr. C. Sarathambal & Dr. Muhammed Fahim Ansari

## Mega Project VI: Bio-intensive management of pests and diseases in spices

Project Leader: Dr. A Ishwara Bhat

1. ICAR-CP 1. ICAR-Consortium research project on borers in network mode.  
Principal Investigator: - Dr. C.M. Senthil Kumar  
Co-Investigators: - Dr. M. Balaji Rajkumar
2. Integrated management of mealy bug (Pseudococcidae: Hemiptera) infesting black pepper.  
Principal Investigator: - Dr. M. Balaji Rajkumar  
Co-Investigators: - Dr. C.M. Senthil Kumar
3. KSCSTE-CP-1: Development of a *Metarhizium* sp. based bio-pesticide formulation for the control of shoot borer, *Conogethes punctiferalis* infesting cardamom, ginger and turmeric.  
Principal Investigator: - Dr. C. M. Senthil Kumar  
Co-Investigators: - Dr. M. Balaji Rajkumar & Dr. R. Praveena
4. Nema. VII (813): Prevalence of lesion nematodes in turmeric growing tracts of India and their economic significance.  
Principal Investigator: - Dr. C. Sellaperumal  
Co-Investigators: - Dr. B. Manimaran
5. Path. XXVII (813): Development of microbial biostimulants for growth promotion and disease resistance in major spices.  
Principal Investigator: - Dr. C. Sarathambal  
Co-Investigators: - Dr. A. Jeevalatha & Ms. R. Sivaranjani
6. Path. XXVIII (813): Novel strategies for managing bacterial wilt and soft rot diseases of ginger.  
Principal Investigator: - Dr. C. N. Biju  
Co-Investigators: - Dr. Mohammed Faizal Peeran & Dr. Divya P. S
7. Path, XXIX (813): Strategic approaches for management of black pepper diseases.  
Principal Investigator: - Dr. C. N. Biju  
Co-Investigators: - Dr. A. Ishwara Bhat, Dr. A. Jeevalatha, Dr. Mohammed Faisal Peeran, Dr. C. Sellaperumal & Dr. R. Praveena
8. Path. XXX (813): Development and formulation of Plant Beneficial Rhizosphere Microorganisms (PBRMs) for disease antagonism, soil nutrient solubilization and plant growth promotion.  
Principal Investigator: - Dr. R. Praveena  
Co-Investigators: - Dr. C. Sarathambal

9. Path. XXX1 (813) Development of off and on site detection techniques for major pathogens of spice crops.  
Principal Investigator: - Dr. A Jeevalatha  
Co-Investigators: - Dr. A. Ishwara Bhat, Dr. C. N. Biju & Dr. Mohammed Faisal Peeran
10. Path XXXII (813): *Bacillus spp.* based formulation for the management of rhizome rot disease in small cardamom.  
Principal Investigator: - Dr. Mohammed Faisal Peeran  
Co-Investigators: - Dr. C. Sarathambal
11. SERB-CP1: Development of on-site detection kits for viruses and oomycetes infecting black pepper (*Piper nigrum*).  
Principal Investigator: - Dr. Mohammed Faisal Peeran  
Co-Investigators: - Dr. C. Sarathambal
12. Path XXXII (813): Diversity analysis, survival studies and management of *Pythium spp.* infecting ginger.  
Principal Investigator: - Dr. R. Praveena  
Co-Investigators: - Dr. C.N.Biju & Dr. A.Jeevalatha
13. Nema. VIII (813): Multimodal approach to manage nematode pests infesting Ginger (*Zingiber officinale* Rosc.)  
Principal Investigator: - Dr. Manimaran, B  
Co-Investigators: - Dr. C. Sellaperumal & Dr. Gobu

**Mega Project VII: Empowering spice stakeholders through skilling, entrepreneurship management and policy inputs.**

Project Leader: Dr. P. Rajeev

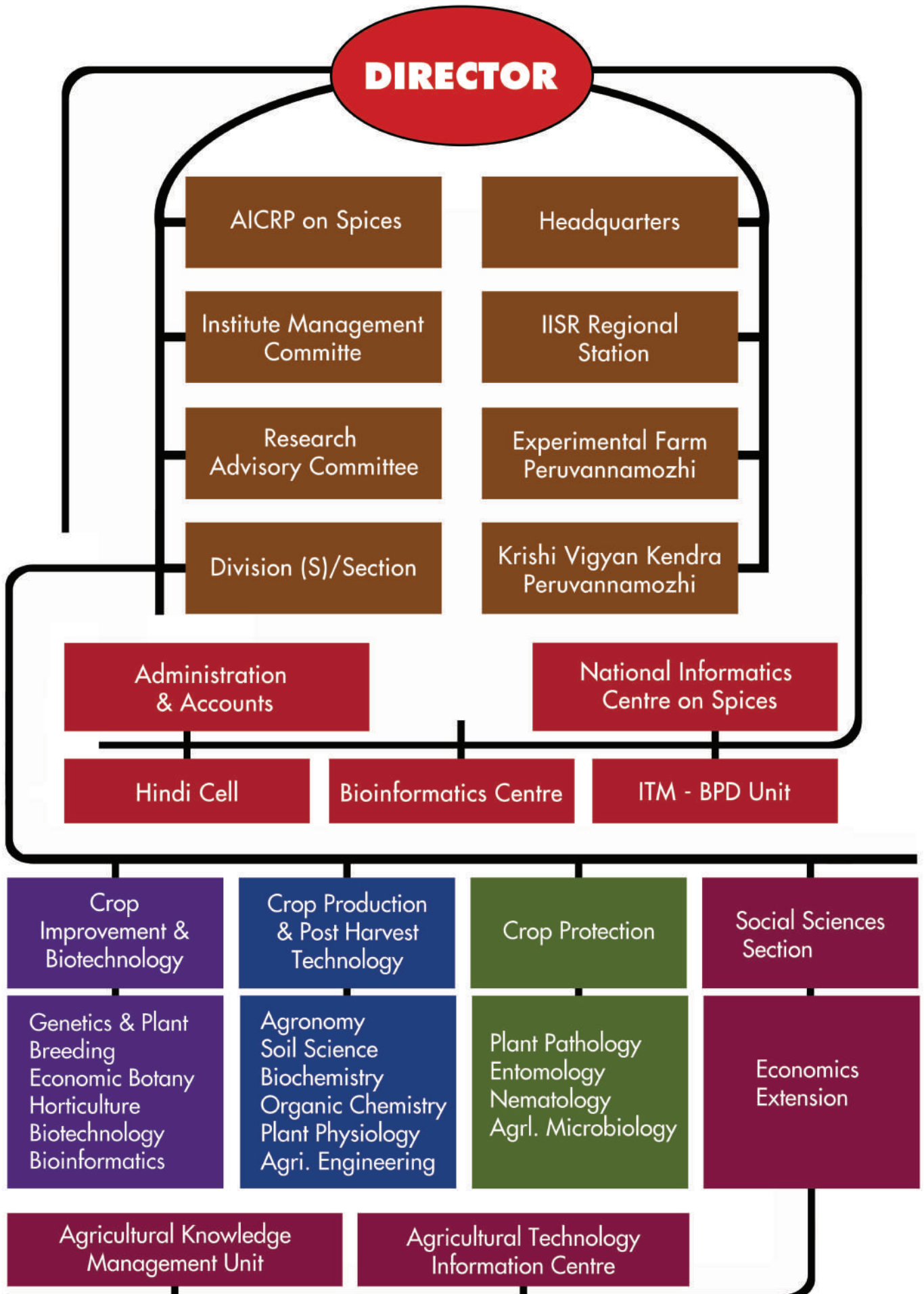
1. Ext. VI (813). Capacity building and front-line intervention programmes for (spice sector development in NE states and tribal empowerment).  
Principal Investigator: - Dr. P. Rajeev  
Co-Investigators: - Dr. Lijo Thomas
2. Eco. IV (813): Developing models for enhancing technology and policy impact in spices sector.  
Principal Investigator: - Dr. Lijo Thomas  
Co-Investigators: - Dr. P. Rajeev & Mr. K Jayarajan
3. TATA Ext I (813): Pan India action research project on the improvement of spice value chains  
  
Principal Investigator: - Dr. R Dinesh

Co-Investigators: - Dr Lijo Thomas, Dr. D Prasath, Dr. P Rajeev ,Dr. Sharon Aravind, Dr. Maneesha S R, Mr Muhammed Nissar V A, Dr. Shivakumar M S, Dr. Gobu R, Dr. C K Thankamani, Dr. K Kandiannan, Dr. V Srinivasan, Dr. Anees K, Ms Sivaranjani R, Dr. Biju C N, Dr. C Sellaperumal & Dr. M Balaji Rajkumar

#### Other Externally Funded Projects

- Institute Technology Management –Business Planning and Development Unit  
Principal Investigator: - Dr.T. E. Sheeja
- RKVY-CP-2: An advanced centre for mass production of beneficial microflora for sustainable agriculture  
Principal Investigator: - Dr. Praveena R.  
Co-Investigators: - Dr.C M Senthilkumar & Dr. C. Sarathambal

# ORGANIZATIONAL CHART



## **1.10. Name, designation and other particulars of public information officers**

**Name of the Institute:** Indian Institute of Spices Research, Kozhikode

The reception counter of our institute will serve as a single window facility for facilitating receipt of applications and fees under the RTI act.

### **First Appellate Authority**

**The Director**

**ICAR-Indian Institute of Spices Research**

**Marikunnu P.O, Kozhikode – 673 012, Kerala**

**Phone: 0495 2730294 / 2731410 / 2731753 / 2731345**

**Email: [director.spices@icar.gov.in](mailto:director.spices@icar.gov.in); Website: [www.spices.res.in](http://www.spices.res.in)**

### **Transparency Officer**

Dr. A.I Bhat

Principal Scientist, Head(i/c), Crop Protection and Transparency Officer,

Indian Institute of Spices Research,

Kozhikode - 673 012, Ph: 0495 1410,

[IshwaraBhat.A@icar.gov.in](mailto:IshwaraBhat.A@icar.gov.in)

### **CPIO (Name, designation and address)**

Mr. T.E. Janardhanan,

Senior Administrative Officer

Indian Institute of Spices Research,

Marikunnu P.O.,

Kozhikode – 673012, Ph: 0495 1410,

[janardhanan.te@icar.gov.in](mailto:janardhanan.te@icar.gov.in)

### **RTI Nodal officer (Name, designation and address)**

Dr. C. Sarathambal

Senior Scientist,

Indian Institute of Spices Research,

Kozhikode - 673 012, Ph: 0495 1410,

[C.Sarathambal@icar.gov.in](mailto:C.Sarathambal@icar.gov.in)

### **APIO (Name, designation and address)**

Mr. P. Sundaran

Administrative Officer,

Indian Institute of Spices Research,

Marikunnu P.O.,

Kozhikode – 673012, Ph: 0495 1410,

[Sundaran.P@icar.gov.in](mailto:Sundaran.P@icar.gov.in)

**1.11. No. of employees against whom disciplinary action has been proposed/action  
Nil**



## **1.2 Power and duties of its officers and employees**

ICAR - IISR is headed by the Director, who looks after the management of research and administration of the Institute. One Administrative Officer and two Assistant Administrative Officers {Assistant Administrative Officers (Estt.) and Assistant Administrative Officer (Stores/Works)} assist him at the Headquarters. They are assisted by administrative staff belonging to different categories such as Assistants, Personal Assistant, Upper Division Clerks, Lower Division Clerks.

The administrative wing is organized into Establishment-I, Establishment-II, Bills, and Cash and Despatch Section each headed by AAO (Estt.). Major/Minor purchased under Stores, Major/Minor Works and Stock Entry Section is headed by Asst. Administrative Officer (Stores/Works). Adequate administrative powers have been delegated to the Assistant Administrative Officers. The Assistant Administrative Officer (Estt.) is declared as Drawing & Disbursing Officer to ensure prompt and efficient settlement of personal claims.

The 'Financial' control is concerned, Director is assisted by a Finance & Accounts Officer, with one Asst. Finance & Accounts Officer and other staff members. The Finance & Accounts Officer also deals with financial matters of Experimental Farm, Krishi Vigyan Kendra and Regional Station in respect of the Institute.

### **ICAR - IISR Regional Station, Appangala**

The Head of the Regional Station located in Hervanad village of Madikeri Taluk, Kodagu, Karnataka on the Madikeri- Bhagamandala Road, 8 km away from Madikeri, in an area of 17.4 ha situated at Madikeri, Karnataka, is delegated with the required powers for smooth functioning of the Station. He is assisted by one administrative staff for administrative related matters. So far as the Research Centre is concerned, it is headed by Scientist In-charge who has been declared as the Head of Office.

### **Experimental Farm, Peruvannamuzhi**

The research farm is located 51 km north east of Kozhikode in an area of 94.08ha at Peruvannamuzhi. The IISR Experimental Farm at Peruvannamuzhi was established of leased out land from the Govt. of Kerala during 1976. Various crops are grown here consisting of both experiments and bulk plantings. A total of 38.0 ha area is covered with permanent crops and 15 ha are under forest for future needs. The remaining area is being developed for various plantings, roads, buildings etc. in a phased manner. The farm consists of 250 acres of forest land. The area was clear felled and experimental planting of black pepper, ginger, turmeric; tree spices, vanilla and paprika are taken up. The average annual rainfall varies from 4300 to 5300 mm. The temperature ranges from 23-40°C and the sunshine hours received per month varies from 45 to 260 numbers of hours of bright sunshine. The soil is lateritic but shallow with a pH of 6 to 6.5.

## **Objectives**

The farm was started to provide necessary infrastructure for conducting research both basic and applied to tackle the burning problems of the spice industry. Besides, it also serves as demonstrations, provide training material and essential planting materials to the public.

## **Activities**

The activities of the farm consist of maintenance of all field experiments of germplasm breeding agronomic and plant protection disciplines pertaining to black pepper, ginger, turmeric, tree spices, vanilla and paprika. Maintenance of non-mandatory crops such as coconut, areca nut, miscellaneous fruits and trees and other infrastructure of the farm, taking up new plantings, soil conservation work etc. are important activities. Planting material production is done in large numbers under the Integrated Programme for Development of Spices and Revolving Fund of KVK for all spices and other horticultural plants. Research programmes of Adhoc Schemes, NATP, Pepper Technology Mission, ATIC are also executed in the farm. The watch and ward is carried out through separate security arrangements. Large number of farmers visits the farm and they are also taken around and shown the various trials on a routine basis besides advisory service to these people. The farm focuses on intensive production of nucleus planting materials. The in situ conservation of spice genetic resources is done at this location.

## **Krishi Vigyan Kendra, Peruvannamuzhi**

Krishi Vigyan Kendra was established at the Experimental Farm, Peruvannamuzhi during 1992 for effective transfer of technology to the farming community. The KVK organizes training programmes and field demonstrations on proven technologies in farmers' field, exhibitions and Kisan melas on agriculture, animal husbandry, fisheries and home science for the benefit of farmers, unemployed women, youth and development workers. The KVK has a farmers training cum administrative building and a farmers hostel. The KVK also has 20 ha of land with spices, coconut, arecanut and cashew plantations and an orchard comprising of miscellaneous fruit plants. A small area is maintained as forest for ecological stability.

## **Services**

- Farm Advisory Services
- Production and supply of Trichoderma
- Supply of improved breeds of chicks
- Plant and Animal Health Centre

## Schedule II

### Delegation of Powers to the Directors of Research Institute/National Research Centers (NRCs) /Project Directorates (PDs) /Agricultural Technology Application Research Institutes (ATARIs) declared as Heads of Departments

S. No.	Nature of power	Extent of power	Remarks
1	2	3	4
<b>I. Powers under Fundamental Rules and Supplementary Rules:</b>			
1.	Grant of special pay to LDC/UDC/Assistant appointed to perform the duties of Cashier.	Full powers, including allowing special pay for above.	-
2.	Power to dispense with medical certificate of fitness before appointment to Council's Service In individual cases (FR10)	Full in the case of employees for whom Director is the appointing authority.	-
3.	Condoning of unauthorized absence for purpose of pension	Full	-
4.	Power to transfer a lien (FR 14-B)	Full	Provided that the Director is authorized to make appointments to both the posts concerned.
5. (i)	Power to transfer a Scientist/Technical from one post to another within the institute (FR-15)	Full	-
(ii)	Power to transfer an Administrative staff for whom Director is the appointing authority, from one post to another within the institute.	Full	-
6.	Power to fix the pay and allowances and grant personal pay of a Council's servant treated as on duty (FR-20)	Full	Office Order no.: 6-2/90-CDN (A&A), dated: 04 <sup>th</sup> February 1993. For all employees posted at the Institute unless otherwise directed irrespective of the fact whether Director is empowered to make substantive appointment to the post or not subject to following FR'S, GoI/ ICAR instructions issued from time to time.
7.	Power to sanction annual increment. (FR-24)	Full	To sanction normal increments unless there is an order to withhold the same for which sanction of the competent authority is necessary.
8.	Power to issue declaration for the purpose of grant of promotion under	Full	In respect of posts for which the Director is appointing authority.

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	next below rule. (FR-22 [ii])		
9.	Power to reduce the pay of an officiating employee. (FR-35)	Full	If he is empowered to make an officiating appointment to the post concerned.
10.	Power to sanction transfer to foreign service in India. (FR-110[c])	Full	In case of employees for whom Director is the appointing authority.
11.	Power to fix pay in foreign Service. (FR 114)	Full	-
12.	Power to decide date of reversion of employee returning after leave from foreign service.	Full	-
13.	Power to allow an employee to count extraordinary leave for increments. (FR 26)	Full	Office Order No.: 6 (5)/86-CDN (A&A), dated: 30 <sup>th</sup> January, 1987. In cases where Director is the competent authority to sanction extraordinary leave.
14.	Grant of NPA to the eligible officers of the Institute.	Full	Office Order No.: 6(2)/90-CDN (A&A) Pt I dated: 23 <sup>rd</sup> February, 1996 and in accordance with the instructions issued by the Council from time to time.
15.	Power to sanction undertaking of work for which an honorarium is offered and the grant or acceptance of an honorarium. (FR 46[b])	Up to a maximum of Rs 2,500 in each case. (Excluding self)	Office Order No.: 6 (5)/86-CDN (A&A), dated: 30 <sup>th</sup> January 1987. In the case of recurring honorarium this limit applies to the total of the recurring payments made to an individual in a year. Subject to other conditions prescribed by GoI/Council from time to time.
16.	To sanction grant and permit acceptance of honorarium at the rates prescribed under "ICAR Rules and Guidelines for Professional Service Functions (Training, Consultancy, Contract Research and Contract Service)."	Full, except for self.	As per revised "ICAR Rules and Guidelines for Professional Service Functions (Training, Consultancy, Contract Research and Contract Service)" approved by Governing Body (25 <sup>th</sup> June .2014) & circulated vide F. No.: IP&TM-1-6/2005-Policy (Pt.III), dated 21 <sup>st</sup> September 2014 and effective from 1 <sup>st</sup> October 2014.
17.	Power to sanction the undertaking of work for which a fee is offered and the acceptance of a fee. (SR 11)	Full	In the case of recurring fees this limit applies to the total of recurring payments made to an

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
			individual in a year.
18.	Power to allot residence/to suspend the allotment of a residence and power to direct that an officer on leave shall be considered to be in occupation of a residence (SR-312,313) power to permit an officer to store furniture etc. in a residence during temporary absence. (SR-316)	Full	-
19.	Power to estimate probable cost of maintenance and repairs of leased residences (SR-321 &330) and of Council's residences. (SR- 322&331)	Full	-
20.	Power to determine rent for certain Services & the estimated capital cost. (SR325&334)	Full	-
21.	Power to determine charges for electric energy and water & meters & to fix charges for the electric energy and water where no meters are provided. (SR325& 334)	Full	-
22.	Power to group a number of residences for purposes of assessment of charges for electric energy, water and meters. (SR-325& 334)	Full	Office Order No.: GAC-13/15/2019-E&M, dated: 06 <sup>th</sup> September 2019 and other guidelines/ instructions issued from time to time.
23.	Power to appoint a Council's employee to hold temporarily or to officiate in more than one post and to fix the pay of subsidiary posts and the amounts of compensatory allowance to be drawn. (FR 49)	Full	Provided he is empowered to appoint a Council's servant permanently to each of the posts concerned.
24.	Power to require a medical certificate of fitness before return from leave.	Full, if the Director is empowered to grant leave.	-
25.	Power to sanction Casual Leave.	Full powers, excepting self.	In case of Director of institute, the concerned DDG. (Office Order No.: 13 (1)/2010-Estt.I, dated: 22 <sup>nd</sup> March 2011)
26.	Power to sanction Earned Leave, Half pay Leave, Commuted Leave, leave not due, Extraordinary Leave, Maternity Leave, Paternity Leave, Work Related Illness & Injury Leave (WRIL), Child Care Leave, Child Adoption Leave (including staff of the PCU-AICRP)	Full powers, excepting self.	Office Order no.: 6-2/90-CDN (A&A), dated: 04 <sup>th</sup> February 1993. Provided no officiating arrangements are involved in respect of posts, which the Director is not competent to fill up. (This includes sanctioning of Study Leave and Extra Ordinary Leave for pursuing

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
			higher studies. The exercise of this power will be subject to observance of FR, SR (Leave Rules) and all relevant rules of Govt. of India/ Council in this regard)
27.	Power to extend leave.	Full	Provided the original leave was sanctioned by the Director and the employee on his return will be under his administrative control.
28.	Power to decide the shortest of two or more routes (SR 30[b])	Full	-
29.	Power to allow mileage allowance to be calculated by a route other than the shortest or cheapest (SR 31)	Full, for journeys within their jurisdiction.	-
30.	Power to decide in cases of doubt or hardship, the class of steamer accommodation to which a Council's employee is entitled. (SR 42)	Full	-
31.	Power to sanction travel by air to Non-entitled officials. (SR 48[b] [ii])  (i) National Institutes	Full	-
	(ii) Other ICAR Institutes	Full in respect to- (i) Directors of all ICAR institutes located in North-East India; (ii) Director of CIARI, Port Blair; (iii) Director, CPCRI, Kasaragod for the staff working at the Regional Station at Lakshadweep.	Office Order No.: 6-1/2004-CDN (A&A), dated: 15 <sup>th</sup> June 2005, subject to the condition that grant of air-travel to non-entitled officers is accorded on emergency/health grounds. (As per approval of the Governing Body in its meeting held on 25 <sup>th</sup> May 2005)
32.	Power to sanction air travel in respect to Non-official members.	Full	
33.	Power to sanction of refund of cancellation charges on air tickets (including self)	Full	
34.	Power to prescribe Headquarters of the Institutes employees. (SR 59)	Full	
35.	Power to define the limits of Institutes employees' sphere of duty. (SR 60)	Full	
36.	Power to decide whether a particular	Full.	

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	absence is absence on duty. (SR 62)		
37.	Power to restrict the frequency and duration of journeys. (SR 63)	Full.	
38.	Power to permit Council's employee to recover in addition to mileage allowance or daily allowance or both, the actual cost or part of the actual cost of transporting them and/or to limit the number or weight. (SR 81[a]&[b])	Full.	
39.	Power to permit the recovery of the actual cost of the conveying camp equipment between places connected by road only. (SR81[c])	Full	Subject to the condition that this should not exceed the scheduled rates, if any.
40.	Power to permit the recovery of the actual cost of maintaining camp equipment during a halt at or near Headquarters. (SR 91)	Full.	This is subject to the condition as laid down under (a), (b), (c) under SR 91 and provisions of SR 90.
41.	Power to allow free passage to a person joining a post by sea. (SR 108)	Full.	
42.	Power to extend the time limits of six months and one month within which the members of the family of Council's employee may be treated as accompanying him in individual cases attendant with special circumstances. (SR 116[b][iii])	Full.	In case of the staff appointed by the Director
43.	Power to prescribe the scale of tents to be carried at Council's expense on transfer [SR 116(c)]	Full	-
44.	Power to disallow TA for journey to attend an obligatory examination if the Director considers that the candidate has culpably neglected the duty of preparing for it (Proviso 2[i] to SR 130)	Full	-
45.	Power to permit recovery of TA for a journey to attend an examination other than those mentioned in SR 130 & 131. (SR 132)	Full	In the case of departmental examination.
46.	Power to sanction TA as for a journey on tour to a Govt. servant who is required while on leave in India to perform any Council's/public	Full	Provided TA may not be granted for a journey while proceeding on leave or while returning from leave.

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	duty at a place other than one where he is spending his leave. (SR 135)		
47.	Power to sanction TA as on tour to an employee who proceeds on regular leave from a tour station and resumes duty at another tour station or who proceeds on regular leave from HQ and resumes duty at a tour station after the expiry of regular leave. (SR-135)	Full	Provided that T.A. is granted from the place where E.L. is spent to the place of tour limited to that admissible between HQ/tour station and the other tour station.
48.	Power to sanction TA as on tour to an employee who proceeds on regular leave while on -tour and returning direct to HQ on the expiry of leave. (SR-135)	Full	-
49.	Power to allow the actual cost of a journey to appear before a medical board, preliminary to voluntary retirement or invalid pension. (SR 160[b])	Full	-
50.	(a) Power to sponsor candidate for short term training course and count the period spent on training as duty.	Full	-
	(b) Power to decide the rates of TA admissible to a Council's employee deputed to undergo a course of training. (SR 164)	Full. In the case of Directors themselves, the power will be exercised by Director General, ICAR.	-
51.	Power to fix amount of hire charges when a Council's employee is provided with means of locomotion at the expense of Central/ State/ Public Sector Undertaking, etc. but pay all cost of its use or propulsion. (SR 183)	Full	-
52.	Power to grant TA or actual travelling, hotel and carriage expenses instead of T.A, to persons not in Council's service attending Commission of Inquiry etc. or performing public duties in an honorary capacity, and to declare the grade to which such persons shall be considered to belong for purposes of grant of T.A. (SR190 [a]&[b])	Full	-
53.	Power to delegate the power conferred upon them under SR-190	Full	-



<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	(a) & (b) to the person presiding over the commission etc. (SR-190 (c))		
54.	Power to declare who should be Controlling Officers. (SR 191)	Full	Provided that the Director may not declare a Council's employee to be his own Controlling Officer except as permitted under TA Rules.
55.	Power to make rules for the guidance of Controlling Officers. (SR 195)	Full	-
56.	Power to accept a certificate signed by Competent Medical Authority mentioned in Rules as evidence of the fitness of an employee of non-gazetted status to return to duty. (Rule 19 of CCS [Leave] Rules)	Full	-
57.	Power to grant leave to a Council's employee in respect of whom Medical Committee has reported that there is no reasonable prospect that he will ever be fit (i.e. to return to duty. (Rule 20 of CCS [Leave] Rules)	Full, where the Directors are empowered to grant leave.	The enhanced powers will be exercised by the Directors with the concurrence of the Board of Management (BoM)/ Institute Management Committee (IMC).
58.	Power to sanction study leave to the officers of the combined cadre of Administration and Finance working at their Institute.	Full (upto 30 days)	In respect of officers of combined cadre of Administration and Finance, proposal for pursuing any course(s) in India requiring study leave upto 30 days only may be examined at the Institute level as per Rules and the Director will be competent to take final decision on the same. Proposals of study leave of more than 30 days duration may be sent to the Council.
59.	Power to extend joining time on certain conditions within a maximum of 30 days (Rule-4 [5] of CCS [Joining Time] Rules).	Full	-
60.	To sanction tour program and countersignature of TA bills.	Full	As per the instructions contained in Office Order F. No.: FIN/6/1/2007-CDN (A&A) dated 5 <sup>th</sup> March 2021 may be complied with.
61.	Power to sanction reimbursement of cancellation charges on unused railway tickets.	Full	-

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
62.	Authorizing the Institute employee to proceed on duty to any part of India.	Full	-
63.	Power to make appointments.  (a) Administrative	Full up to the grade to which the Director is Appointing Authority.  In respect of Group B posts subject to the approval of the appointment by the Selection Committee to be appointed for the purpose.	The power is subject to the Recruitment Rules and the Bye-laws of the ICAR and also subject to the availability of such posts.
	(b) SSS/MTS	Full, up to the grade to which the Director is Appointing Authority.	-
	(c) Technical	Full powers up to Technician (T-1) to Technical Officer (T-5) at ICAR Institutes.	Office Order No.: TS-19(11)/2010-Estt.IV, dated: 06 <sup>th</sup> September 2018 and Office Order No.: TS-19(11)/2010-Estt.IV (ii), 07 <sup>th</sup> September 2018.
64.	Powers delegated in respect to Technical Cadre employees: (i) Approval of Technical Assessment Committee proceedings.	Full powers up to Technician (T-1) to Technical Officer (T-5) at ICAR Institutes.	Office Order No.: TS-19(11)/2010-Estt.IV, dated: 06 <sup>th</sup> September 2018 and Office Order No.: TS-19(11)/2010-Estt.IV (ii), 07 <sup>th</sup> September 2018.
	(ii) Technical Assessment Committees DPC'S nomination of Chair- man & Members.	Full powers up to Technician (T-1) to Technical Officer (T-5) at ICAR Institutes.	Office Order No.: TS-19(11)/2010-Estt.IV, dated: 06 <sup>th</sup> September 2018 and Office Order No.: TS-19(11)/2010-Estt.IV (ii), 07 <sup>th</sup> September 2018.
	(iii) Appointment/ pre-appointment formalities	Full powers to the Directors of the institutes for carrying out the formalities. Offer Memorandum and appointment letter to be issued with the approval of the Appointing Authority.	Office Order No.: TS-19(11)/2010-Estt.IV, dated: 15 <sup>th</sup> April 2019.
	(iv) Completion of probation and confirmation	Full powers to the Directors of the institutes for convening the meeting for probation clearance and confirmation. The proceedings are to be sent to the Council for approval	-do-

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
		of the Appointing Authority.	
	(v) Constitution of Assessment Committees for promotion under TSR	Full powers to the Directors of the institutes. Rule 6.10 and 6.11 of Technical Services Rules (TSR) to be followed.	-do-
	(vi) Convening of meetings of the Assessment Committees for promotion	Full powers to the Directors of the institutes. Recommendations to be forwarded to the Council for the approval of the Appointing Authority.	-do-
	(vii) Training	Full powers to the Directors of the institutes.	-do-
	(viii) Sanctioning of LTC advances/grant of leave encashment	Full powers to the appropriate officer/head of Office at the institutes, as nominated by the Directors of the institutes.	-do-
	(ix) Intra-institutional transfer	Full powers to the Directors of the institutes, within the Council's intra-institutional transfer guidelines.	Office Order No.: 19(11)/2016-Estt.IV dated 06 <sup>th</sup> September 2016.
	(x) Sanctioning of all types of leaves including leaves for going abroad (personal ground) and study leave	Full powers to the Directors of the institutes. Vigilance clearance for ex-India leave to be obtained from the Council.	
	(xi) Forwardal of applications for deputation/Direct Recruitment on selection basis, within/outside the country and any further extension	Full Powers to the Directors of the institutes. Relieving upon selection through the Technical Services Division with the approval of the Appointing Authority. For any period of stay outside the country or employment in any foreign institution, necessary clearances are to be obtained from DARE/SMD/Vigilance Division of the Council.	Regulated as per Office Order No.: TS-19(4)/2019-Estt.IV, 31 <sup>st</sup> October, 2019
	(xii) Issuing of 'NOC' for applying for Fresh passport/renewal of passport	Full powers to the Directors of the institutes. Vigilance clearance to be obtained from ICAR	

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
		Headquarters. Specific approval from Director of the institute is required while undertaking any journey abroad on personal ground.	
	(xiii) Pay fixation on account of promotion/granting annual increment.	Full powers to the Directors of the institutes.	
	(xiv) Consideration of cases under Rule FR 56(j) and rule 48 of CCS (Pension Rules), 1972.	Full powers to the Directors of the institutes for convening the meeting of the prescribed committee. The recommendations of the committee are to be sent to the Council for the approval of the Appointing Authority.	
65.	Power to make officiating appointment to a vacant post (including those in continuous chain of vacancies) each of one month or more.	Full	To be exercised only in very exceptional circumstances and subject to observance of instructions issued by the Council/MoF/DoPT from time to time.
66.	Alteration of date of birth in respect of staff equivalent to non-gazetted staff (FR 56, Note 6 & GIO [1]).	Full, in case of a bonafide clerical error.	
67.	Powers to declare the completion of probation period.	Full in respect to posts for which the Director is appointing authority under intimation to council.	
68.	Disciplinary powers.	Full	-
69.	Filling of the vacant posts.	Full in respect to posts for which the Director is appointing authority.	-
<b>II Power under Delegation of Financial Powers Rules &amp; General Financial Rules as amended from time to time</b>			
70.	Re-appropriation of funds.	Full, to the extent as per the orders and instructions issued by Ministry of Finance/ ICAR from time to time.	As per the latest Budget Circular issued by Council every year.
71.	Power to incur contingent		Powers under item 71 are to be

S. No.	Nature of power		Extent of power	Remarks
1	2		3	4
	expenditure in general.			exercised subject to the provisions of Schedule V of Rule 13 of the DFP Rules as modified from time to time and is subject to observance of procedure and other directions contained in Central Govt. Compilation GFR 2017 and other existing rules and orders or those issued from time to time.
	(i)	Bicycle	Full.	The supplies shall be obtained through GeM.
	(ii)	Conveyance hire	Full.	To the extent mentioned in DFPR.
	(iii)	Electricity, gas and water charges.	Full.	-
	(iv)	Fixtures and Furniture purchase and repairs.	Full.	
	(v)	(a) Freight charges.	Full.	This is subject to GoI/ICAR instructions issued from time to time. Expenditure on airlifting of stores should be resorted to only in rare cases of extreme urgency. In order to see that this condition is not violated, reasons for air-lifting of stores should specifically be recorded and periodical return sent to the Council every six months in September and March.
		(b) Demurrage/ wharf-age charges.	Full powers (each case exceeding Rs. 1000 should be reported to the Council)	
	(vi)	Hire of office furniture, Full electric fans, heaters, table fans, coolers, clocks and call-bells.	Full	
	(vii)	Legal charges for law suits to which Council is a party.	Full	Where fees are to be paid in excess of the rates notified by Council from time to time, prior approval of Council shall be obtained by institute.
		Fees to Barristers, Pleaders, Arbitrators and umpires.	Full	
		Other legal charges for law suit or prosecution cases as well as for arbitration case	Full	
	(viii)	Maintenance, up-keep and repairs of motor vehicles.	Full	-
	(ix)	Municipal or/cantonment rates	Full	The expenditure shall be

S. No.	Nature of power		Extent of power	Remarks
1	2		3	4
		and taxes.		incurred keeping in view the principles laid down in the rules for the payment of municipal rates and taxes given in Appendix to DFPR.
	(x)	Petty repair works and maintenance of buildings & fixtures as defined in Rule 130 of GFR, 2017, including maintenance and ordinary repairs of office building and staff quarters, etc.	Rs. 25.00 lakh in each case for carrying out original works/special repair/minor works (under capital head either departmentally or through any outside agency.  Rs 50.00 lakh in each case for carrying out repair and maintenance works (other than capital grants) either departmentally or through any outside agency.	Office Order No.: 3(14)/2007-EC dated: 01 <sup>st</sup> June 2020 read with original orders dated 26 <sup>th</sup> June 2018 and 05 <sup>th</sup> December 2011. These powers are subject to availability of funds, approval of Plans and Estimates from in-house engineering expert and concurrence of the institute finance at Institute level without sending the proposal to Director (Works) for technical vetting. In case where in-house engineering expertise is not available with the institute the services of the qualified engineer in relevant field not below the level of T-5 available in adjoining ICAR institutes could be availed. However, if the estimates have been obtained from CPWD / Public Works Organisations defined as per GFR Rules 133 (1) and 133 (2), no vetting of the estimates of Director (Works), ICAR would be required. All civil works in ICAR shall be executed as per the "Manual on Policies and Procedures for Procurement of Works" issued by the MoF, GoI and GFR 2017.
	(xi)	Repairs and alterations to hired and requisitioned buildings.	<u>Non-recurring</u> Rs. 30,000/- in each case Rs. 50,000/- per annum  <u>Recurring</u> Rs. 6,000/- per annum	Office Order No.: 6(6)/2010-CDN (A&A) dated: 13 <sup>th</sup> January 2011. Such expenditure may be incurred only if the landlord refuses to meet the charges himself and when the building is released the Council/ Institute should have the right to remove any installation or material

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
			added to the building.
	(xii) Posts and Telegraphs charges including commission on Money Orders, etc.	Full	-
	(xiii) Printing and binding.	Full	-
	(xiv) Purchase of books, periodicals and official publications.	Full	-
	(xv) Rent for hiring of ordinary office accommodation.	Rs. 5,000/- per month subject to existing terms and conditions.	This is subject to the following conditions: (i) Assistance of appropriate local authority such as the PWD or Rent Control Authority may be taken and a certificate of reasonableness of rent obtained before fixing rate. (ii) Private accommodation should normally be hired for office/laboratory purposes only. (iii) Out houses, if any; which form the part of accommodation-hired should be utilized for storage of stationery, forms, and old records or for any other appropriate purpose. Where this is not possible these should be let out to SSS/MTS staff and rent recovered from them under the rules in force. (iv) Accommodation should not be hired for a period exceeding 5 years at a time. (v) Lease deeds should be got executed in respect of hired building.
	(xvi) Payment of lease rent in accordance with the terms of the lease agreement.	Full	-
	(xvii) Repairs to plant and machinery equipment, tractors, pumping set, sea/river crafts etc.	Full	-
	(xviii) Staff paid from contingencies.	Full	-
	(xix) (a) Local purchase of stationery stores.	Full	-

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	(b) Local purchase of rubber stamps and office seals.	Full	-
(xx)	(a) Purchase of working stores, chemicals, tools, plants and scientific equipment (including imported equipment), office equipment), Laptops, insecticides, fertilizers etc.	Full	-
	(b) Maintenance contracts for computer/ laboratory equipment.	Full	-
	(c) Stores required for works.	Full	The administrative approval of a Competent Authority for execution of works carries with it the sanction of incurring expenditure on purchase of stores required for the work.
	(d) Emergency nature of purchase (contingent in nature)	Full	If items are already approved or are of contingent nature. In special emergency instant purchases can be made and ex-post-facto sanction may be obtained.
(xxi)	Telephone charges	Full	-
(xxii)	Typewriters, Calculating Machines	Full	-
(xxiii)	Indents, contracts and purchase (DFP Rules)	Full	-
(xxiv)	Sanctioning expenditure on Security job	Full	-
(xxv)	Advertisement charges	Full	-
(xxvi)	(a) Writing off losses	Up to Rs 1.00 lakh for losses of stores not due to theft, fraud or negligence. Rs 20,000/- in other cases. (For losses exceeding Rs. 1.00 lakh, the details may be sent to ICAR for placing before Governing Body).	-
	(b) Deficiency and depreciation in the value of stores.	Full for which they are competent to sanction purchase.	-
	(c) Declaration and disposal of obsolete, surplus and unserviceable stores.	Full for which they are competent to sanction purchase.	-



S. No.	Nature of power	Extent of power	Remarks
1	2	3	4
	(xxvii) Storing of seed material.	Full.	-
	(xxviii) Consultancy by nomination	Full.	-
	(xxix) Outsourcing of Services.	Full.	-
72.	Power to declare a Group 'A' or Group 'B' Officer to be Head of an Office for the purpose of relevant Rules or Drawing and Disbursing Officer vide Rule 10-A of DFP Rules in GoI.	Full.	It is not permissible to declare more than one officer as Head of Office in respect of same establishment unless the two establishments are distinctly separate from one another.
73.	Expenditure on refreshment/entertainment.		
	National Institutes	5 lacs per annum	
	Other ICAR Institutes		
	(A) Institute where staff strength is greater than or equal to 300.	Up to Rs. 3.50 lakh p.a.	-
	(B) Institutes where staff strength is greater than or equal to 200 but less than 300.	Up to Rs. 2.50 lakh p.a.	-
	(C) Institutes where staff strength is less than 200.	Up to Rs. 2.00 lakh p.a.	-
74.	Gift to High dignitaries.		-
	(i) National Institutes	Up to Rs. 5,000/- in each case.	
	(ii) Other ICAR Institutes	Rs. 2500/- in each case	-
75.	To sanction miscellaneous expenditure of unusual character.		-
	(i) National Institutes	Up to Rs. 5,000/- in each case.	
	(ii) Other ICAR Institutes	Rs. 1,500/- in each case with the approval of IMC.	-
76.	Investigation of arrear claims.	Full	-
77.	Grant of permanent advances/cash Imprest.	Full	-
78.	To execute Contracts, Deeds, and other instruments for and on behalf of the ICAR.	Full	-
79.	Furnishing of surety bond to be executed by a Council servant handling cash, stores etc. acceptance thereof.	Full	-
80.	Grants-in-aid to Staff Clubs etc.	Full	-

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
81.	Power to accord administrative approval of Civil Works. (i) National Institutes	Full	-
	(ii) Directors of other ICAR Institutes	a) Up to Rs 100.00 lakh without approval of the IMC. b) Works above Rs 100.00 lakhs up to Rs. 200.00 lakh with the approval of IMC c) Works above Rs. 200.00 lakh up to Rs. 1000.00 lakh with the approval of the Secretary, ICAR after financial concurrence from FA, DARE / ICAR. d) Works above Rs. 1000.00 lakh approval of the Director General, ICAR through Secretary, ICAR after financial concurrence from FA, DARE/ICAR.	-
82.	Exemption of ICAR employees from payment of cost of stamp duty and reimbursement of mortgage deed in respect of /HBA.	Full	Office Order No. 9-12/90-CDN (A&A) dated: 06 <sup>th</sup> February 2001.ICAR employees are equated with Central Government employees for exemption or otherwise.
83.	Grant of Advance of Travelling Allowance on transfer.	Full	-
84.	Grant of advances in connection with tours.	Full	-
85.	Grant of advance in connection with LTC.	Full	-
86.	Grant of Advance to the family of Government servant equivalent to non gazetted status left in indigent circumstances upon the death of an employee	Full	-
87.	Grant of TA Advance to the family of Government servant.	Full	-
88.	Grant of House Building Advance. (HBA)	Full	-
89.	Grant of Computer Advance.	Full	-
90.	Advance payment where necessary to (i) Firms with whom annual contracts	Full	-

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	for servicing of air conditioners, water coolers, type writers etc. are entered into. (ii) Firms including Central/ State Govt/ Govt run organizations for supply of stores.		
91.	Reimbursement of medical expenses as admissible under Central Services (Medical Attendance) Rules, 1944 including counter signature of medical bills.	Full Directors will exercise the powers of Controlling Officer/ Head of Dept. in respect of officers/staff under his administrative control for the purpose of Central Services (Medical Attendance) Rules, 1944 as applicable to the Council's employees.	-
92.	Reimbursement of medical expenditure incurred in the medical treatment in emergency cases in respect of the employees of the ICAR Institutes.	Full.	-
93.	Permission for indoor hospitalization treatment to CGHS beneficiaries when the CGHS Specialist/ Specialist of a Govt Hospital refers them for such a treatment and reimbursement of the medical claims thereof in respect of the ICAR Institutes where CGHS facilities are available.	Full.	-
94.	Reimbursement of medical claim of CGHS beneficiaries of ICAR Institutes taking treatment in the recognized hospitals with the prior permission of the CGHS/Government Hospitals/ Officers authorized by the Institute.	Full	Treatment in these hospitals will be taken with the prior permission of CGHS dispensaries / Govt. Hospitals.
95.	Reimbursement of medical claim in respect of serving employees of ICAR Institutes where CGHS facilities are available and where prior permission of CGHS dispensary/Govt Hospital has been taken.	Full	This is subject to the fulfillment of the conditions contained in MOHFW letter No.: D-12015/21/96-CGHS (P) dated 08 <sup>th</sup> November 1996
96.	Medical reimbursement cases of the Directors of ICAR Institutes.	Full powers provided the claim is covered by CS	Office Order No.: 3(1)/2001-Per- IV, dated: 12 <sup>th</sup> July 2001

S. No.	Nature of power	Extent of power	Remarks
1	2	3	4
		(MA) Rules. In cases where any relaxation in CS (MA) rules involving their medical reimbursement is required the matter will continue to be settled at ICAR Headquarters by concerned SMD in consultation with Internal Finance Division of the Council.	and dated: 08 <sup>th</sup> July 2002.
97.	Grant of Medical Advance to the employees of the ICAR Institutes.	Full powers including himself, in accordance with Section 2 under CS (MA) Rules subject to fulfillment of other terms and conditions for sanction of advances.	Office Order No.: 3(1)/2001-Per- IV, dated: 08 <sup>th</sup> July 2002.
98.	Permission for indoor treatment of serving employees and dependents, reimbursement of medical claims in approved hospitals.	Full	-
99.	Sale and transfer of motor vehicles purchased with the advance from the Council.	Full	
100.	Control of staff cars and vehicles etc. of the Institute.	Full	
101.	Grant of Leave Travel Concession (LTC) and sanction of Leave Encashment during LTC. (i) National Institutes	Full including self.	Office Order No.: 6-1/2004-CDN (A&A), dated: 09 <sup>th</sup> March 2004. As per the orders/instructions issued by MoF, Go/ICAR from time to time.
	(ii) Other ICAR Institutes	Full excluding self	Director will exercise full powers of Head of Department /Controlling Officer for the purpose of application of Leave Travel Concession Rules to officers/staff under his administrative control <b>except self</b> .
102.	Sanction of Advances/ Part/ Final withdrawal from GPF.	Full, including self.	
103.	Sanction of pension to Council's employees provisionally.	Full, in respect of officers/staff retiring from a post irrespective of whether the Director is competent to fill the post	

S. No.	Nature of power	Extent of power	Remarks
1	2	3	4
		vacated by the retiring officer/staff, except self.	
104.	Organizing/Participation in exhibitions, seminars, workshops, conference, Krishi Vigyan Melas / AICRP annual workshop etc. and demonstration of research activity (This includes entire expenses related to the event including food, transport, hiring and other logistics) etc.)  (i)National Institutes  (ii)Directors of other Institutes	Full.	Office Order No.: 6-1/2004-CDN (A&A) dated: 09 <sup>th</sup> March 2004.  Norms of expenditure may be observed as per the economy instructions of GOI/Council issued from time to time
		Up to Rs. 5.00 lakh in each case.	For organizing exhibitions, the M & I unit at ICAR Headquarters will provide necessary support to the Institutes to develop concepts exhibits, samples etc. The M & I unit at ICAR Headquarters will create own empanelment of reputed and talented film makers in order to ensure production of high-quality films through outsourcing and has to undertake the task of production of video footages and for production of in-house video film and also for media mediated information dissemination. (Office Order No.: 2(2)/2005-W.S. dated: 07 <sup>th</sup> September 2005.
105.	Sale of farm produce.	Full	-
106.	Fixation and revision of rates for services rendered by Institute to outside Institutes/ Agencies.	Full.	The fixation of rates may be done on the recommendations of a Committee to be constituted by the Director for the purpose. The Committee may consider among other factors, previous year's rates, market rates etc. and general or special orders, if any, issued by the Government of India/ICAR.
107.	Power to fix rates of seeds, plants and other products of the institute.	Full.	
108.	Power to fix the rent for auditorium and community centers etc.	Full.	-
109.	Permission to officers to attend conferences connected with	Full.	-

S. No.	Nature of power	Extent of power	Remarks
1	2	3	4
	agricultural matters.		
110.	Training to staff including newly recruited staff. (i) National Institutes	Full.	-
	(ii) Other ICAR Institutes	Full.	-
111.	Power to send samples of products or of culture or of organism free of charge to other Institute	Full.	-
112.	Grant of Overtime Allowance.	Full.	Subject to the provisions of the OTA Rules and order issued by the GOI/ICAR issued from time to time.
113.	Power to sanction expenditure on insurance. (i) Power to get insured during transit such of the equipment as are very costly and are of fragile and delicate nature and where the Railways do not accept insured during rail transit such of the equipment any risk or responsibility for losses due to breakage in transit.	Full	-
	(ii) Power to sanction expenditure on the insurance of motor vehicles under Motor Vehicles Act, 1939 and to pay Road Tax, wherever applicable.	Full	-
114.	Power to sanction expenditure on part-time lectures in foreign languages to Ph.D students.	Directors of IVRI, NDRI, IARI, IASRI, CIFE & NAARM <b>Only</b> .  Full	-
115.	To sanction study and educational tours of PG students.	Directors of IVRI, NDRI, IARI, IASRI, CIFE & NAARM <b>Only</b> Full	-
116.	Sanction of Fellowships to M.Sc. and Ph. D students.	Directors of IVRI, NDRI, IARI, IASRI, CIFE & NAARM <b>Only</b> Full	-

S. No.	Nature of power	Extent of power	Remarks
1	2	3	4
117.	Assigning additional responsibility of the University for Warden, Prefects, Hostel staff, Mess staff, etc.,	Directors of <u>IVRI, NDRI, IARI, IASRI, CIFE &amp; NAARM Only</u> Full in respect of Trainee's Hostel Only.	-
118.	Sanction of IASRI, Fellowship to the trainees of various courses at ICAR-IASRI.	Full for Director, IASRI only.	-
119.	Permission for availing of facilities for the use of the computer Centre at IASRI.	Full for Director, ICAR-IASRI.	-
120.	Maintenance of Electronic Computer and the Computer Laboratory.	Full	-
121.	Powers for sanctioning cost of repairs of fishing vessels and dry-docking hire charges.  (i) National Institutes	Full.	-
	(ii) Other Fisheries Institutes	Up to Rs. 10.00 lakh per annum in each case of fishing vessel of 15 meters OAL (Over-all length) and above.  Rs. 5.00 lakh per annum in each vessel of below 15 meters OAL (Over-all length).	This is subject to the condition that essentiality of repairs and its satisfactory completion by a recognized workshop is certified by the Mercantile Marine Departments and that all rules and instructions on this account are followed and budget provision exists for this purpose.
122.	Grant of "No Objection Certificate" for obtaining a private passport for visiting foreign countries on private purpose	Full, except Self.	-
123.	Extension of joining time in the case of employees of CIARI, Port Blair, while proceeding on leave or returning from leave in cases of enforced halts at Kolkata/Chennai on delayed sailing of the ship.	Full to the Director, CIARI, Port Blair.	-
124.	To sanction air-travel between Port Blair and Kolkata or between Port Blair and Chennai to Group A, B, & C officers of CIARI, Port Blair, while availing LTC/Free Sea Passage.	Full to the Director, CIARI, Port Blair.	-
125.	Grant of leave ex-India to Officers/ Scientists.	Full	-
126.	Purchase of vehicle in replacement of	Full	-

<b>S. No.</b>	<b>Nature of power</b>	<b>Extent of power</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
	the condemned vehicle.		
127.	Premature condemnation and disposal of damaged vehicle	Full	-
128.	To file patent applications at the respective patent office in whose jurisdiction the Institute is located.	Full	-
129.	Powers with regard to filing applications for all forms of Intellectual Property Rights as per ICAR guidelines.	Full	-
130.	a) Powers to approve Schemes for imparting training within the country for Indian clientele in India.	Full	Revised "ICAR Rules and Guidelines for Professional Service Functions (Training, Consultancy, Contract Research and Contract Service)" approved by Governing Body (25 <sup>th</sup> June 2014) & circulated vide F. No.: IP&TM-1-6/2005-Policy (Pt.III), dated 21 <sup>st</sup> September 2014 and effective from 1 <sup>st</sup> October 2014.
	b) Consultancy projects with national agencies.		
	(i) National Institutes	Up to Rs. 250.00 lakh.	
	(ii) Other ICAR Institutes	Up to Rs. 50.00 lakh	
	c) Contract Research projects with national agencies.		
	(i) National Institutes.	Up to Rs. 250.00 lakh.	
(ii) Other ICAR Institutes.	Up to Rs. 50.00 lakh		
(d) Contract services and charges thereto for Indian clientele.	Full		
131.	To sanction fees/honorarium to the staff of the Institute or other ICAR Institutes or any other officer from outside the ICAR system associated with the consultancy/ training or contract research service.	Full except self.	Revised "ICAR Rules and Guidelines for Professional Service Functions (Training, Consultancy, Contract Research and Contract Service)" approved by Governing Body (25 <sup>th</sup> June 2014) & circulated vide F. No.: IP&TM-1-6/2005-Policy (Pt.III), dated 21 <sup>st</sup> September 2014 and effective from 1 <sup>st</sup> October 2014.
132.	To fix rates for hiring, usage of equipment, farm, machinery, and computer or for rendering other services including contract service.	Full	-



## Schedule VI

### Powers to the Head of Office

- The senior most available administrative officer in or above level 7 at the institute shall act as the Head of Office of the institute.
- He/she will be responsible for and act as I/C Admin, DDO, Guest house, Security, Estate and maintenance, vehicle, utilities and housekeeping, purchase and stores etc of the institute. However, where other administrative personnel in the rank of level 7 and above are available in the Institute, the aforesaid duties may be further assigned to such administrative personnel.
- Any deviation of assigning above administrative duties and responsibilities to non-administrative personnel at the institute can be made with the prior approval of Secretary, ICAR.
- Above powers may be exercised subject to the fulfilment of provisions of various rules and other instructions issued by the Government of India/ICAR from time to time.

Sl. No.	Nature of Power	Extent of Power	Remarks
1.	Sanction of Advance for - (v) T.A. in connection with Transfer (vi) Advance in connection with Tour (vii) LTC Advance (viii)GPF Advance cases only	Full, in respect to employees up to a Level below the Level of HOO as per Levels of 7 <sup>th</sup> CPC.	Subject to observance of GFR provisions.
2.	Settlement permission case and post facto approval to medical reimbursement in relaxation of Rules in emergent cases under CGHS/CS (MA) Rules.	Up to Rs. 2,000 for each treatment in OPD and up to Rs 10,000 for treatment of IPD	Reimbursement limited to prescribed rate as per the CS (MA) Rules, 1944.
3.	Countersignature of TA/TTA/LTC/Medical Bills	Full, in respect to employees up to a Level below the Level of HOO as per Levels of 7 <sup>th</sup> CPC.	Subject to observance of TA/LTC Rules.
4.	Sanction of Casual Leave/Earned Leave /Medical Leave/Half Pay Leave/Compensatory Leave/ paternity / maternity/CCL / WRRIL to staff.	Full, in respect to employees up to a Level below the Level of HOO as per Levels of 7 <sup>th</sup> CPC.	Subject to the CCS (Leave) Rules, 1972.
5.	Power to draw annual increment to staff.	Full.	Powers as per instructions contained in FRSR.
6.	Sanction / grant of Children Education Allowance to staff	Full, in respect to employees up to a Level below the Level of HOO as per Levels of 7 <sup>th</sup> CPC.	Subject to MoF/ICAR instructions.

7.	Dress Allowance	Full	
8.	Entertainment/Refreshment	Rs 12,000 per annum	
9.	Sanction of reimbursement of Newspaper expenditure to staff	Full, in respect to employees up to a Level below the Level of HOO as per Levels of 7 <sup>th</sup> CPC.	Subject to MoF/ICAR instructions.
10.	Sanction of Electricity Bills / Telephone Bills / Municipal charges of the Establishment	Full.	In case of delayed payment, the matter will be put up to Director for approval.
11.	Maintenance, upkeep and repair of vehicles	Rs 10,000 on each case	Subject to Staff Car Rules and ARC having been approved by the Director of the institute and the repairs are of routine nature not involving major overhauling.
12.	Repairs and maintenance of - (i) Computer and its peripherals, printers, UPS, laptops, IT items, etc required for the working of an establishments (ii) Intercom equipment, Photocopiers, fax machine etc (iii) Air conditioner, refrigerator, hot cases, room heaters, Water coolers/purifiers etc.	Full.	Against AMC approved by the Director of the institute, finalized after following codal formalities as required under GFR.
13.	Procurement of items from Office Contingency.	Recurring: Up to Rs. 25,000 in each case.	Subject to procurement is made through GeM and as per GFR instructions.
14.	Procurement of reference book for office use.	Up to Rs. 12,000 per annum	
15.	Expenditure on freight & forwarding charges /clearing and warehousing charges / customs / airport to the institute	Full	
16.	Payment of charges on postage, fax, telephone bills internet use, cell phone etc.	Full	Subject to the availability of funds and the adherence to rules and procedures.

## Schedule VII

### Delegation of Powers to Principal Investigators of Externally Funded Projects funded by

- (i) National and International Agencies
- (ii) Projects funded by the Private Sector
- (iii) ICAR projects such as Revolving Fund Scheme & NICRA
- (iv) Consultancy projects (Training, Consultancy and Contract Research etc.)

S. No.	Nature of Power	Extent of Powers	Remarks
1.	Engagement of approved staff approved under the project	Full powers	--
2.	Procurement of goods/equipment approved under the project	Full Powers	--
3.	Management of Consultancies, approved under the Project	Full Powers	--
4.	Management of project staff including their TA/DA and Leave (including self).	PIs may sanction the TA advance after approval of the tour by the Director, and counter sign the TA bill while passing of TA claims by the Audit.	Approval of Director may be obtained for the tours by PIs, Co-PIs and other permanent staff members.
5.	Hiring of Vehicle	Full.	Hiring of vehicle can be done as per rate contract of Institute or after following codal formalities, subject to availability of funds.
6.	Recruitment of SRF/RA under the Project	Recruitment of SRF/RA etc to be done after following all codal formalities with PI of the project in general act as the Chairman of the Selection Committee.	Approval to the recruitment of SRF/RA should be obtained by the P.I. of the Project from the Director of Institute.

**Note:**

1. *The PIs would follow all the codal formalities and procedures at the ICAR Institutes and process all proposals through administration and finance & audit wings of the Institute.*
2. *Directors of the Institute to monitor physical and financial progress/achievement of the projects during the Annual IRC Meetings and any other times felt necessary.*
3. *These powers can be exercised only subject to availability of budget in the concerned project.*
4. *For any item other than those listed above, approval of the Directors may be obtained.*

## 1.2.4 Exercised

Sl. No.	Name & Designation	Duties
1.	Shri. Janardhanan T E, Senior Administrative Officer	<ol style="list-style-type: none"> <li>1. He will function as the overall In charge of the Establishment Section, Stores, Bills and Works Section of the Institute.</li> <li>2. He will perform the duties of the Head of Office of ICAR - IISR, Kozhikode.</li> <li>3. He will act as Nodal Officer for monitoring the GeM, E-tendering activities and PFMS with the assistance of Mr. V V Sayed Mohammed.</li> </ol>
2.	Mr. P Sundaran, Administrative Officer	<ol style="list-style-type: none"> <li>1. He will perform the duties of the DDO and sign the cheques.</li> <li>2. Supervision of Works and Bills Section.</li> <li>3. Supervising Security system of the Institute.</li> <li>4. Functioning as AAO I/C at ICAR-IISR Regional Station, Appangala.</li> <li>5. Function as DDO KVK.</li> <li>6. Maintenance of Land Records.</li> <li>7. Any other work as and when assigned by the Controlling Officer.</li> </ol>
3.	Ms. Beena C K Private Secretary	<ol style="list-style-type: none"> <li>1. Functioning as PS to Director</li> <li>2. Working as dealing hand in PME Section of the Institute.</li> </ol>
4.	Mr. V C Sunil, Assistant Administrative Officer	<ol style="list-style-type: none"> <li>1. He will perform the duties of the AAO in the Establishment &amp; Administration Section of the Institute.</li> <li>2. He will perform the duties of the Record Officer of the Institute.</li> <li>3. Maintenance of Service Book and Personal files in respect of Scientific / Technical / Administrative / Skilled Support Staff including IISR Experimental Farm, KVK, Peruvannamuzhi.</li> <li>4. Pay fixation in respect of Scientific / Technical / Administrative / Skilled Support Staff including IISR Experimental Farm, KVK, Peruvannamuzhi.</li> <li>5. Work related to all meetings / seminar / exhibition / deputation / training.</li> <li>6. Work related to GSLIS Scheme / New Contribution Pension Scheme and issue of Identity Cards.</li> <li>7. Allotment of quarters.</li> <li>8. Work related to RTI Act and filing quarterly / annual return.</li> <li>9. Recruitment of Technical, Ministerial, &amp; Skilled Support staff.</li> <li>10. Assessment of all Scientific and Technical Staff</li> <li>11. Posting and Transfer of Scientific, Technical, Ministerial, &amp; SSS.</li> <li>12. Dealing files regarding Court Cases.</li> <li>13. Roster Maintenance.</li> <li>14. APAR and AIPR Maintenance.</li> <li>15. Maintenance of Vigilance Matters.</li> <li>16. Work related to the issue of Passport.</li> </ol>

		<p>17. Entire work related to Funded Project such as Recruitment, Issue of offer and appointment of SRF/RA/YP, FA, Project Fellow etc., and their relieving.</p> <p>18. Processing Pension cases of all Scientific, Technical, Administrative and Skilled Support Staff.</p> <p>19. With the help of Assistant, monitoring all outward and inward dispatch work.</p> <p>20. Monitoring of Central Registry and issue of all dak to concerned Section / Division .</p> <p>21. Any other work as and when assigned by the Controlling Officer</p>
5.	Mr. Sayed Mohammed V V, Assistant Administrative Officer	<p>1. Maintaining and updating of different modules of Office Automation Software (HRM, Accounts, Stores, Works, Despatch etc.) and e-procurement solution.</p> <p>2. Maintaining ARISOFT Database.</p> <p>3. Duties as caretaker and Guest house in charge.</p> <p>4. Coordinator of Aadhar Based Attendance System of the Institute and Regional Station.</p> <p>5. Nodal Officer for ICAR ERP MIS FMS.</p> <p>6. Assisting to develop the barcode system in inventory management.</p> <p>7. Purchase of all major and minor equipments under Plan and Non Plan.</p> <p>8. Procurement of all minor and major equipments under funded schemes.</p> <p>9. Opening of Letter of Credit for import of equipment and chemicals</p> <p>10. Maintenance / compilation of Asset Register of the Institute as well as funded projects and to carry out the work of Asset Register under the guidance of concerned officers.</p> <p>11. Purchase of Chemicals / glassware, labware etc on rate contract and procurement of furniture and stationery items for institute and funded projects.</p> <p>12. Repair and maintenance and AMC of all equipments / computers etc. and other related works.</p> <p>13. Procurement of liveries / reference book related to administration</p> <p>14. Printing and publications related files</p> <p>15. Condemnation and disposal of obsolete, unserviceable stores and other related works.</p> <p>16. Any other work as and when assigned by the Controlling Officer.</p>

6.	Ms. Rebeena N, UDC	<ol style="list-style-type: none"> <li>1. Preparation of pay bills in respect of Scientific, Technical, Administrative and Skilled Support Staff and maintenance of pay bill registers.</li> <li>2. Processing Medical Bills in respect of Scientific, Technical, Administrative and Skilled Support Staff on roll and retired officials.</li> <li>3. Processing TA / LTC bills of Scientific, Technical, Administrative and Skilled Support Staff of Experimental Farm and KVK, Peruvannamuzhi including JRF/SRF of Schemes.</li> <li>4. Processing GPF claim in respect of all the staff.</li> <li>5. Income tax calculation and filing of returns.</li> <li>6. Processing CEA / Newspaper reimbursement claim of all staff and maintenance of its registers.</li> <li>7. P. Loans and advances</li> <li>8. Working as Cashier - Maintenance of Cash book, imprest register and recoupment of imprest bills.</li> <li>9. All major and minor and petty farm works including funded project.</li> <li>10. Preparing bills of Wages / Works related to daily wages workers</li> <li>11. Outsourcing the work related to Security / Housekeeping / Misc. Farm works and other contractual job works.</li> <li>12. Remittance of Income Tax / EPF / Service Tax regarding Contractual and other related works and filing of its timely returns to concerned departments.</li> <li>13. Processing request for contingent advances and its settlement.</li> <li>14. Processing bill for Internet connectivity</li> <li>15. Processing bill for maintenance and repair of vehicles including hiring of vehicles.</li> <li>16. Any other work as and when assigned by the Controlling Officer.</li> </ol>
7.	Mr. P T Jayaprakash, UDC	<ol style="list-style-type: none"> <li>1. Working as dealing hand in Cardamom Research Centre of ICAR-IISR Regional Station, Appangala, Madikkeri, Karnataka.</li> </ol>
8.	Ms. Seema M, UDC	<ol style="list-style-type: none"> <li>1. Pre-auditing of personal bills</li> <li>2. Posting of vouchers (Receipt and Expenditure),</li> <li>3. Preparation of monthly accounts of Institute &amp; KVK &amp; Scheme</li> <li>4. Preparation of progressive abstract</li> <li>5. Maintenance of Schemes registers &amp; files</li> <li>6. Preparation of AUC &amp; SOE of various schemes</li> <li>7. Arisoft entry on receipt vouchers.</li> <li>8. GST Returns filing</li> </ol>
9.	Mr. P K Rahul, UDC	<ol style="list-style-type: none"> <li>1. Pre-auditing of contingent bills</li> <li>2. Cheque writing and arranging to send to Bank,</li> <li>3. PFMS entry, maintenance of Cash book and receipt book</li> <li>4. Monthly bank reconciliation</li> </ol>

10.	Mr. Krishnakumar P C, LDC	<ol style="list-style-type: none"><li>1. Purchase of Chemical and Glassware</li><li>2. Purchase of Stationery</li><li>3. Repair and maintenance</li><li>4. All the Reimbursement bills</li><li>5. All the contingent advance and settlement</li><li>6. AMC of Equipments</li><li>7. Maintenance of stock of stationery</li><li>8. Local purchase</li></ol>
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भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान

# ICAR - INDIAN INSTITUTE OF SPICES RESEARCH

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

पीसंख्या: .बी .Post Bag No: 1701, मेरिकुन्नुपोस्ट Marikunnu Post,

Kozhikode-673 012, Phone: Office 0495-2731410



F. No. 1-9(95)2023-Estt.

Dated 20-06-2023.

## OFFICE ORDER

Competent Authority has been pleased to order the following sectional transfers among the Administrative Staff with immediate effect and until further orders.

Sl. No.	Name of Official	Section in which presently working	Section to which transferred
01.	Smt. Seema M, Upper Division Clerk	Works, Bills & Cash	Accounts
02.	Smt. Rebeena N, Upper Division Clerk	Accounts	Works, Bills & Cash

Proper handing over/taking over may be completed by the concerned before moving on to the new place of positions.

  
Senior Administrative Officer

Distribution to:

01. Individuals concerned ( Through Proper Channel)
02. Project Coordinator (AICRP on Spices)
03. The Senior Finance & Accounts Officer, ICAR-IISR, Kozhikode
04. The Drawing & Disbursing Officer, ICAR-IISR, Kozhikode
05. All Heads of Division
06. The Head I/C, Regional Station, Appangala
07. The Principal Scientist & Head, KVK
08. The SIC. Chelavoor/Peruvannamuzhi
09. AAO( Estt., Works, Stores)
10. PS to Director





भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान

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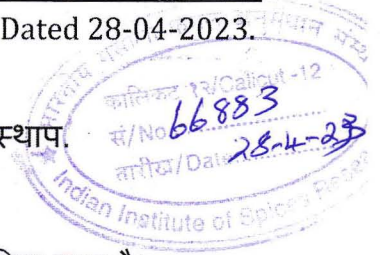
फा. सं. F No. 1-9(95)2020-स्थाप. Estt.

दिनांक Dated 28-04-2023.

## कार्यालय आदेश OFFICE ORDER

संदर्भ: दिनांक 4.1.2023 का कार्यालय आदेश फा. सं. 1-9 995) 2020-स्थाप.

Ref: Office Order F. No. 1-9(95)2020-Estt. Dated 04-01-2023.



सक्षम प्राधिकारी द्वारा तत्काल प्रभाव से अगले आदेश तक निम्न लिखित कार्य व्यवस्थाओं का आदेश दिया जाता है।

The Competent Authority is pleased to order the following working arrangements with immediate effect and until further orders.

श्री. के. फैसल, निजी सहायक सभी कार्य दिवस में पूर्वाह्न आईसीएआर-आईआईएसआर प्रायोगिक प्रक्षेत्र, पेरुवण्णामुषि में तथा अपराह्न आईआईएसआर-कृषि विज्ञान केंद्र, पेरुवण्णामुषि में कार्य करेंगे।

Mr. K Faisal, Personal Assistant shall work at ICAR-IISR Experimental Farm, Peruvannamuzhi in the forenoon and at IISR-KVK, Peruvannamuzhi in the afternoon on all working days.

वरिष्ठ प्रशासनिक अधिकारी Senior Administrative Officer

सेवा में To

श्री. के. फैसल, Mr. Faisal K,

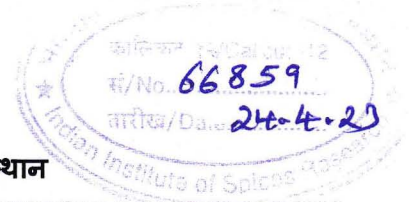
निजी सहायक Personal Assistant

आईसीएआर-आईआईएसआर प्रायोगिक प्रक्षेत्र, पेरुवण्णामुषि

ICAR-IISR Experimental Farm, Peruvannamuzhi

वितरण Distribution:

1. कार्यक्रम समन्वयक, कृषि विज्ञान केंद्र The Programme Coordinator, KVK
2. प्रभारी वैज्ञानिक (फार्म) चेलवूर/ पेरुवण्णामुषि The SIC (Farm) Peruvannamuzhi/ Chelavoor
3. परियोजना समन्वयक (मसाले) Project Coordinator(Spices)
4. सभी प्रभागाध्यक्ष All Heads of Division
5. प्रभारी अध्यक्ष, क्षेत्रीय स्टेशन, अप्पंगला The Head I/C RS, Appangala
6. वरिष्ठ वित्त एवं लेखा अधिकारी, आईसीएआर-आईआईएसआर, कोषिककोड  
The Senior Finance & Accounts Officer, ICAR-IISR, Kozhikode
7. आहरण एवं संवितरण अधिकारी, आईसीएआर-आईआईएसआर, कोषिककोड  
The Drawing and Disbursing Officer, ICAR-IISR, Kozhikode
8. सहायक प्रशासनिक अधिकारी (स्थापना, वर्क्स, स्टोर्स) AAO (Estt., Works, Stores)
9. निदेशक का व्यक्तिगत सचिव PS to Director
10. सेवा अभिलेख / निजी फाइल/ एरिसोफ्ट/इनट्रानेट  
Service Records/Personal File/Arisoft/Intranet



भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान  
**ICAR - INDIAN INSTITUTE OF SPICES RESEARCH**

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फा सं. F.No. 1-9(95)2021-स्थाप. Estt. खंड Vol. IX

दिनांक Dated: 19-04-2023

**कार्यालय आदेशक OFFICE ORDER**

सक्षम प्राधिकारी द्वारा तत्काल प्रभाव से एवं अगले आदेश तक निम्न लिखित कार्य व्यवस्थाओं का आदेश दिया जाता है।

The following working arrangements are ordered by the Competent Authority with immediate effect and until further orders.

1. श्री. आर. भरतन, मुख्य तकनीकी अधिकारी को पीसा सेल में कार्य करने के लिए तैनात किया जाता है।  
Mr. R Bharathan, Chief Technical Officer is posted to work at PC (Spices) Cell.
2. श्री. जयराजन के., मुख्य तकनीकी अधिकारी अपने नियत कार्य के अलावा पुस्तकालय अनुभाग के कार्यों में भी भाग लेंगे।  
Mr. Jayarajan K, Chief Technical Officer shall also attend the duties in Library Section, in addition to his own assigned duties.

वरिष्ठ प्रशासनिक अधिकारी Senior Administrative Officer

वितरण Distribution :

1. श्री. आर. भरतन, मुख्य तकनीकी अधिकारी, आईसीएआर-आईआईएसआर, कोषिकोड (उचित माध्यम से)।  
Mr. R Bharathan, Chief Technical Officer, ICAR-IISR, Kozhikode (Through Proper Channel)
2. श्री. जयराजन के., मुख्य तकनीकी अधिकारी, आईसीएआर-आईआईएसआर, कोषिकोड(उचित माध्यम से)।  
Mr. Jayarajan K, Chief Technical Officer, ICAR-IISR, Kozhikode (Through Proper Channel)
3. परियोजना समन्वयक (मसाले) Project Coordinator (Spices)
4. सभी प्रभागाध्यक्ष All Heads of Division
5. प्रभारी अधिकारी, पुस्तकालय The Officer In Charge, Library
6. प्रभारी अध्यक्ष, क्षेत्रीय स्टेशन, अप्पंगला The Head I/C RS, Appangala
7. कार्यक्रम समन्वयक, कृ. वि. कें., पेरुवण्णामुषि The Programme Coordinator, KVK, Peruvannamuzhi
8. प्रभारी वैज्ञानिक (फार्म) चेलवूर/ पेरुवण्णामुषि The SIC (Farm) Chelavoor/Peruvannamuzhi
9. वरिष्ठ वित्त एवं लेखा अधिकारी, आईसीएआर-आईआईएसआर, कोषिकोड  
The Senior Finance & Accounts Officer, ICAR-IISR, Kozhikode
10. आहरण एवं संवितरण अधिकारी, आईसीएआर-आईआईएसआर, कोषिकोड  
The Drawing and Disbursing Officer, ICAR-IISR, Kozhikode
11. सहायक प्रशासनिक अधिकारी (स्थापना, वर्क्स, स्टोर्स) AAO (Estt., Works, Stores)
12. निदेशक का व्यक्तिगत सचिव PS to Director
13. सेवा अभिलेख / निजी फाइल/ एरिसोफ्ट/इन्ट्रानेट Service Records/Personal File/Arisoft/Intranet





भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान

# ICAR - INDIAN INSTITUTE OF SPICES RESEARCH

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

पीसंख्या: .बी .Post Bag No: 1701, मेरिकुन्नुपोस्ट Marikunnu Post,  
Kozhikode-673 012, Phone: Office 0495-2731410



F NO 1-9(95)2020-Estt. 165751

Dated 04-01-2023


## OFFICE ORDER

- Ref: 1. Office Order F. No. 8[239]/95/Estt. Vol. II Dated 07-02-2022.  
2. Office Order F. No. 1-9(95)2020-Estt. Dated: 12-09-2022

In supersession of Office Orders cited under reference, the following working arrangements are ordered by the Competent Authority with immediate effect and until further orders.

01. Mr. P Sundaran, Administrative Officer, ICAR-IISR, Kozhikode shall also function as Drawing and Disbursing Officer in respect of KVK of this Institute in place of Dr. S Shanmugavel, Chief Technical Officer, KVK, Peruvannamuzhi, in addition to his own duties.
02. Mr. K Faisal, Personal Assistant shall work at ICAR-IISR (Headquarters), Kozhikode for two days in a week, for carrying out all works related to KVK.

F. N. Insd.  
A. N. KVK  
To

  
Senior Administrative Officer

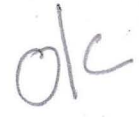
Mr. P Sundaran,  
Administrative Officer, ICAR-IISR, Kozhikode

Mr. Faisal K,  
Personal Assistant, ICAR-IISR Experimental Farm, Peruvannamuzhi

### Distribution:

1. The Programme Coordinator, KVK
2. Dr. S. Shanmugavel, Chief Technical Officer, ICAR-IISR, KVK, Peruvannamuzhi
3. Dr. P.S Manoj, Chief Technical Officer, ICAR-IISR, KVK, Peruvannamuzhi
4. The SIC (Farm) Peruvannamuzhi/ Chelavoor
5. Project Coordinator(Spices)
6. All Heads of Division
7. The Head I/C RS, Appangala
8. The Senior Finance & Accounts Officer, ICAR-IISR, Kozhikode
9. The Drawing and Disbursing Officer, ICAR-IISR, Kozhikode
10. AAO (Estt., Works, Stores)
11. PS to Director
12. Service Records/Personal File/Arisoft/Intranet







भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान  
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पीसंख्या: .बी .Post Bag No: 1701, मेरिकुन्नुपोस्ट/Marikunnu Post,  
कोषिकोडKozhikode -673 012, केरल/Kerala, भारत India




F.No. 1-9(95)2020-Estt.

Dated 1<sup>st</sup> April, 2022

OFFICE ORDER

Pursuant to the decision taken in the Policy Committee meeting held on 25.03.2022, the following working arrangements are ordered by the Competent Authority, with effect from 01.05.2022 and until further orders.


- i) Dr. C.N Biju, Senior Scientist shall function as Scientist I/C (Farm), Headquarters, Chelavoor in place of Dr. K.V Saji, Principal Scientist. During the absence of Dr. C.N Biju on leave or tour etc. Dr. Lijo Thomas, Senior Scientist shall function as Scientist I/C (Farm).
- ii) Dr. K. Kandiannan, Principal Scientist shall function as the Scientist in Charge, Experimental Farm, Peruvannamuzhi in place of Dr. D. Prasath, Principal Scientist. During the absence of Dr. Kandiannan, Principal Scientist, on leave or tour etc. Mr. Gobu R, Scientist shall function as SIC (Farm).

  
Senior Administrative Officer

To

Dr. K.V Saji, Principal Scientist, ICAR-IISR, Kozhikode   
Dr. K Kandiannan, Principal Scientist, ICAR-IISR, Kozhikode   
Dr. D Prasath, Principal Scientist, ICAR-IISR, Kozhikode   
Dr. C.N. Biju, Sr. Scientist, ICAR-IISR, Kozhikode   
Dr. Lijo Thomas, Sr. Scientist, ICAR-IISR, Kozhikode   
Mr. Gobu R, Scientist, ICAR-IISR Experimental Farm, Peruvannamuzhi

Copy to:-

- 01 All Head i/c of Divisions
- 02 The PC (Spices) I/C  2/4/22
- 03 The Head i/c, IISR, RS, Appangala
- 04 Programme Coordinator, IISR - KVK, Peruvannamuzhy
- 05 The Scientist i/c (Farm), IISR, Kozhikode
- 06 The Scientist i/c, Experimental Farm, Peruvannamuzhy
- 07 The Sr. Fin. & Accts. Officer i/c IISR, Kozhikode
- 08 The PS to Director/Personal file/Intranet
- 09 The Asst. Admn. Officer (Estt/Works/Sores)
- 10 The Drawing and Disbursing Officer, IISR, Kozhikode/KVK, Peruvannamuzhy

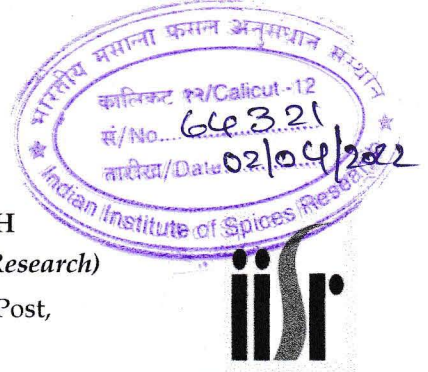
o/c





भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान  
ICAR - INDIAN INSTITUTE OF SPICES RESEARCH  
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कोषिकोड Kozhikode -673 012, केरल Kerala, भारत India




F.No. 1-9(95)2020-Estt.

Dated 1<sup>st</sup> April, 2022

OFFICE ORDER

Pursuant to the decision taken in the Policy Committee meeting held on 25.03.2022, the following working arrangements are ordered by the Competent Authority, in respect of the following Technical personnel at IISR headquarters and Experimental Farm, Peruvannamuzhi with immediate effect and until further orders.

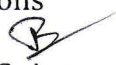
- i) Mr. V S Binoy, Senior Technician will continue to look after the experiments in germplasm of black pepper and tree spices besides the regular farm duties assigned to him.
- ii) Mr. Hareesh B T, Senior Technician shall attend the duties of ginger and turmeric germplasm maintenance, related to field trials. In addition, he shall also attend the duties related to MIDH seeds production of ginger and turmeric varieties. He will continue to attend to the ongoing fertilization experiments in black pepper at Peruvannamuzhi for one more year as the experiment is nearing completion.
- iii) Mr. Rashmish A.R, Senior Technician shall attend the duties of Division of Crop Production (Soil Science, Agronomy and Crop Physiology) field trials. In addition, he shall also attend the duty of maintenance and recording of meteorology.

  
Senior Administrative Officer

To

Mr. V.S Binoy, Senior Technician, ICAR-IISR, Kozhikode... through SIC, Farm  
Mr. Hareesh B.T, Sr. Technician, IISR, Experimental Farm, Peruvannamuzhy .. thru SIC  
Mr. Rashmish A.R, Sr. Technician, IISR, Experimental Farm, Peruvannamuzhy.. thru SIC

Copy to:-

- 01 All Head i/c of Divisions
- 02 The PC (Spices) I/C 
- 03 The Head i/c, IISR, RS, Appangala
- 04 Programme Coordinator, IISR – KVK, Peruvannamuzhy
- 05 The Scientist i/c (Farm), IISR, Kozhikode
- 06 The Scientist i/c, Experimental Farm, Peruvannamuzhy
- 07 The Sr. Fin. & Accts. Officer i/c IISR, Kozhikode
- 08 The PS to Director/Personal file/Intranet
- 09 The Asst. Admn. Officer (Estt/Works/Sores)
- 10 The Drawing and Disbursing Officer, IISR, Kozhikode/KVK, Peruvannamuzhy

o/c



भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान  
ICAR - INDIAN INSTITUTE OF SPICES RESEARCH  
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कोषिककोड Kozhikode -673 012, केरल Kerala, भारत India



F.No. 1-9(95)/2021-Estt. 163741

Dated 1<sup>st</sup> January 2022.

OFFICE ORDER

Consequent on the transfer of Mr. P. Muraleedharan, Assistant Administrative Officer, the Competent Authority has been pleased to make the following working arrangements with immediate effect and until further orders.

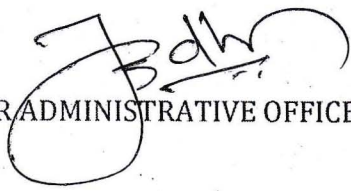
Sri P Sundaran, AAO	AAO (Works) AAO (Appangala) DDO (Headquarters)
Sri Sunil V.C, AAO	AAO (Establishment) Record Officer
Sri V.V. Sayed Muhammed, AAO	AAO (Stores & Purchase)
Sri TE Janardhanan, SAO	Public Information Officer

During the absence of Sri P Sundaran, AAO, Sri Sunil V.C, AAO shall attend the duties of Sri Sundaran.

During the absence of Sri Sunil V.C, AAO, Sri P Sundaran, AAO shall attend the duties of Sri Sunil V.C.

During the absence of Sri V.V. Sayed Muhammed, AAO, Sri P Sundaran, AAO shall attend the duties of Sri V.V Sayed Muhammed, AAO.

During the absence of Sri T E Janardhanan, Senior Administrative Officer, Sri P Sundaran, AAO shall function as the Public Information Officer.

  
SENIOR ADMINISTRATIVE OFFICER

DISTRIBUTION

1. All Heads of Divisions
2. Senior Administrative Officer
3. Sr. Fin. & Accounts Officer
4. PS to Director
5. Head, Regional Station, Appangala RL 5777365201N
6. SIC, Chelavoor/Peruvannamuzhi
7. Programme Coordinator, KVK
8. Intranet

etc

\* 3/1/22

3/1/22





भाकृअनुप भारतीय मसाला फसल अनुसंधान संस्थान

**ICAR - INDIAN INSTITUTE OF SPICES RESEARCH**

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

पी.बी.संख्या: Post Bag No: 1701, मेरिकुन्नु पोस्ट Marikunnu PO, Kohikode-673 012, Kerala  
(ISO 9001 : 2015 Certified Institute)



फा. सं.F.No. 8 (392)/2021-स्थाप. Estt.

दिनांक Dated: 28.10.2021

**कार्यालय आदेश OFFICE ORDER**

परिषद के कार्यालय आदेश फा. सं. प्रशासन.3-2/2021-स्थाप.-I दिनांक 13 अक्टूबर 2021 के अनुसरण में श्री. टी. ई. जनार्दनन ने दिनांक **25.10.2021** को पूर्वाह्न इस संस्थान के वरिष्ठ प्रशासनिक अधिकारी का पदभार ग्रहण कर लिया है।

In pursuance of the Council's Office Order F. No. Admn.3-2/2021-Estt-I dated 13<sup>th</sup> October 2021, Sri T. E. Janardhanan has taken over the charge of Senior Administrative Officer of this Institute with effect from the forenoon of **25.10.2021**.

(जे. रमा J. Rema)

निदेशक (कार्यकारी) Director (A)

भाकृ अनुप-भारतीय मसाला फसल अनुसंधान संस्थान  
ICAR - Indian Institute of Spices Research  
पी.ओ. मेरिकुन्नु, P.O. Marikunnu  
कोषिकोड 673012, Kozhikode-673012

वितरण Distribution:

1. उप सचिव (बागवानी विज्ञान प्रभाग), भारतीय कृषि अनुसंधान परिषद, नई दिल्ली  
The Deputy Secretary (Horticulture Science Division), ICAR, Krishi Bhavan, New Delhi- 110 001
2. अवर सचिव (प्रशासन), भारतीय कृषि अनुसंधान परिषद, नई दिल्ली - 110 001  
The Under Secretary (admn.), ICAR, Krishi Bhavan, New Delhi- 110 001
3. निदेशक, भाकृअनुप-केंद्रीय रोपण फसल अनुसंधान संस्थान, कासरगोड  
The Director, ICAR-CPCRI, Kasaragod
4. सभी प्रभागाध्यक्ष All Heads of Divisions
5. प्रभारी वैज्ञानिक, चेलवूर/पेरुवण्णामुषि The SIC, Chelavoor/Peruvannamuzhi
6. कार्यक्रम समन्वयक, कृषि विज्ञान केंद्र, पेरुवण्णामुषि  
Programme Coordinator, KVK, Peruvannamuzhi
7. प्रभारी अध्यक्ष, क्षेत्रीय स्टेशन, अप्पंगला  
The Head I/C Regional Station, Appangala
8. वरिष्ठ वित्त व लेखा अधिकारी, आईसीएआर-आईआईएसआर, कोषिकोड  
The Sr. Finance & Accounts Officer, ICAR-IISR, Kozhikode
9. आहरण एवं संवितरण अधिकारी, आईसीएआर-आईआईएसआर, कोषिकोड  
Drawing & Disbursing Officer, ICAR-IISR, Kozhikode
10. बिल्स Bills
11. व्यक्तिगत फाइल/सेवा अभिलेख Personal File/Service Records
12. इंटरनेट Intranet

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Director's Office : 0495-2730294

PABX : 0495-2731410/2731753/2731345

ATIC : 0495-2730704, Fax : 0091-495-2731187

Project Coordinator : 0495-2731794

IISR Experimental Farm, Peruvannamuzhi : 0496-2249371

Krishi Vigyan Kendra, Peruvannamuzhi : 0496-2662372

Email: [director.spices@icar.gov.in](mailto:director.spices@icar.gov.in)

### **1.3 Procedure followed in decision making process**

**(A reference to secretariat Manual and rule of Business Manual, and other Rules/regulations etc. can be made)**

The Director is assisted by Heads of Division to monitor the research progress in Institute Research Committee meetings every six months. The Research Advisory Committee refines and recommends research activities. Institute is also monitored by Institute Management Committee and Quinquennial Review Team which are constituted by the ICAR, New Delhi. Besides, there are Study Circle meetings every month. Institute budget is presented and sanction obtained from the five year plans of Govt. of India. Institute Joint Staff Council takes care of the staff problems.

### **1.4 Norms for discharge of functions**

ICAR – IISR has put in place well – defined internal rules and guidelines for various activities in the form of policy documents, instructions, manuals, circulars etc. As per ICAR's instructions and guidelines (<http://www.icar.org.in>)



### 1.5 Rules, regulations, instructions manual and records for discharging functions

Please provide list of rules, regulations, instructions, manuals and records, held by public authority or under its control or used by its employees for discharging functions as per the following format. This format has to be filled for each type of document.

#### Establishment & Administration Manual.

Name/title of the document	Establishment & Administration Manual
Type of the document  [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Manual
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Instructions regarding Establishment & Administration  Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

#### Fundamental Rules & Supplementary Rules (General Rules)

Name/title of the document	FR & SR Part I(General rules)
Type of the document  [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Rules framed by the GOI to deal administrative matters(Including GOI decisions ) and its amendment  Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

**Fundamental Rules & Supplementary Rules (Traveling Allowance Rules)**

Name/title of the document	FR & SR Part II(Traveling Allowance) Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Government Instructions issued from time to time.  Address: M/s. Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

**Fundamental Rules & Supplementary Rules (Leave Rules)**

Name/title of the document	FR & SR Part III-CCS (Leave) Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Government Instructions issued from time to time.  Address: M/s. Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

**Fundamental Rules & Supplementary Rules(Dearness Allowances, DR and HRA)**

Name/title of the document	FR & SR Part IV (Dearness Allowances, DR and HRA)
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules

Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Delegation of Financial Powers Rules

Name/title of the document	Delegation of Financial Powers Rules
Type of the document	
[Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s. Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### General Financial Rules, 2005 Including Compendium on Advances

Name/title of the document	GFR (2005) Incorporating Compendium of rules on Advances
Type of the document	
[Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s. Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Pension Rules

Name/title of the document	CCS (Pension) Rules
Type of the document  [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Rules regarding Pension  Address: M/s. Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Seniority & Promotion Rules

Name/title of the document	Seniority & Promotion Rules
Type of the document  [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Government Instructions issued from time to time.  Address: M/s. Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Manual of Office Procedure

Name/title of the document	Manual of Office Procedure
Type of the document  [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Manual

Brief Write-up on the Document	Instructions regarding Office procedure
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s. Swamy Publishers (P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Conduct Rules

Name/title of the document	CCS (Conduct) Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s. Swamy Publishers (P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### House Building Rules

Name/title of the document	HBA Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s. Swamy Publishers (P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028

Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA
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### CCS (CCA) Rules

Name/title of the document	CCS (CCA) Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### CCS (Temporary Service) Rules

Name/title of the document	CCS (Temporary Service) Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

**Brochure on Verification of Character & Antecedents**

Name/title of the document	Brochure on Verification of Character & Antecedents
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Instructions
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

**Instructions, guidelines etc. issued by the Department of Personnel & Training, Ministry of Finance etc. from time to time.**

Name/title of the document	Instructions ,guidelines
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Instructions
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Address: Institute of secretariat management and training, New Delhi.
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

**Medical Attendance Rules**

Name/title of the document	Medical Attendance Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.  Address:M/s.Swamy Publishers(P) Ltd., R. K.

From where one can get a copy of rules, regulations, instructions, manual and records?	Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### List of Medicines (admissible and inadmissible)

Name/title of the document	List of Medicines(admissible and inadmissible)
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	admissible and inadmissible list of medicines List
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### General Provident Fund Rules

Name/title of the document	General Provident Fund Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA



### Leave Travel Concession Rules

Name/title of the document	Leave Travel Concession Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Government Instructions issued from time to time.
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Children Educational Assistance

Name/title of the document	Children Educational Assistance
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Suspension and Reinstatement

Name/title of the document	Suspension and Reinstatement
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules

Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### **New Pension Scheme**

Name/title of the document	New Pension Scheme
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### **Contributory Provident Fund Rules**

Name/title of the document	Contributory Provident Fund Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Central Government Account (Receipts and Payments) Rules

Name/title of the document	Central Government Account Receipts and Payments) Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s. Swamy Publishers (P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Reservations and Concessions for SC, ST, OBC

Name/title of the document	Reservations and Concessions for SC, ST, OBC
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document	Rules and regulations regarding Reservations and Concessions for SC, ST, OBC
From where one can get a copy of rules, regulations, instructions, manual and records?	Address: M/s. Swamy Publishers (P) Ltd., R. K. Mutt Road, R. A. Puram, Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Confidential Reports

Name/title of the document	Confidential Reports
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules

Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Uniforms for Groups C and D employees

Name/title of the document	Uniforms for Groups C and D employees
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Instructions
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Re-employment of Pensioners Civilians and Ex-servicemen

Name/title of the document	Re-employment of Pensioners Civilians and Ex-servicemen
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	Address:M/s.Swamy Publishers(P) Ltd., R. K. Mutt Road, R. A. Puram,Chennai-600028
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Orders on Seventh Pay Commission

Name/title of the document	Orders on Seventh Pay Commission
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules and Regulation
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Rules and Regulations on Seventh Pay Commission Address: Open Market
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Rules and Bye-laws of the ICAR Society

Name/title of the document	Rules and Bye-laws of the ICAR Society
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Details of the Rules and Bye-laws of the ICAR Society <a href="#">Rules and Bye-laws of the ICAR Society</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Delegation of Powers

Name/title of the document	Delegation of Powers
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules

Brief Write-up on the Document	Delegation of Powers
From where one can get a copy of rules, regulations, instructions, manual and records?	<a href="#">Delegation of Powers</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### ARS Rules

Name/title of the document	ARS Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	ARS Rules Rules
Brief Write-up on the Document	
From where one can get a copy of rules, regulations, instructions, manual and records?	<a href="#">ARS Rules</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Handbook on Technical Service Rules

Name/title of the document	Technical Service Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document	Technical Service Rules
From where one can get a copy of rules, regulations, instructions, manual and records?	<a href="#">Technical Service Rules</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Recruitment Rules framed for different posts in ICAR

Name/title of the document	Recruitment Rules
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Rules of Recruitment for different categories in the Institutes under ICAR Address: <a href="#">Recruitment Rules</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	NA

### Rules and Regulations and Guidelines for the Students Applying for Research Work Leading to M.Sc./ M.Phil/ Ph.D.(with effect from 01-01-2011)

Name/title of the document	Rules and Regulations and Guidelines for the Research Students
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Rules and Regulations
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Rules and regulations for students categories in the Institute Applying for Research Work Leading to M.Sc./ M.Phil./ Ph.D <a href="#">Rules and Regulations and Guidelines for the Students</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### Seniority Lists in respect of various cadres / posts

Name/title of the document	Seniority Lists in respect of various cadres / posts
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	List
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Seniority Lists in respect of various cadres / posts Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### ACRs / Assessment Reports of employees

Name/title of the document	ACRs / Assessment Reports of employees
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Reports
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules



## OM

Name/title of the document	OM
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Manual
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Instructions regarding different types of administrative matters. Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Records

Name/title of the document	Records
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Files
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Files on different subjects Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Registers

Name/title of the document	Registers
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	File movement registers.
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records for file movement from one section to other sections.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Diary Registers

Name/title of the document	Diary Registers
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records regarding incoming receipts.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Despatch Registers

Name/title of the document	Despatch Registers
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records regarding outgoing letters. Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Reservation Rosters

Name/title of the document	Reservation Rosters
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records regarding reservations for SC/ST/OBC categories. Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in Website: <a href="http://www.spices.res.in">www.spices.res.in</a>

Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules
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### Pay Bill Registers

Name/title of the document	PBR
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Pay Bill registers of staff.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### Stock Register

Name/title of the document	Stock Register
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Records for the stores.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### Cash Book

Name/title of the document	Cash Book
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Records on payments and receipts of the Institute  Address: Adm. Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### Attendance Register

Name/title of the document	Attendance Register
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Records of the attendance of the employees.  Address: Adm. Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## 1.6 Categories of documents held by the authority under its control

### Categories etc Seniority Lists in respect of various cadres / posts

Name/title of the document	Seniority Lists in respect of various cadres / posts
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	List
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Seniority Lists in respect of various cadres / posts  Address: Adm. Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### ACRs / Assessment Reports of employees

Name/title of the document	ACRs / Assessment Reports of employees
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Reports
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Address: Adm. Officer  Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## OM

Name/title of the document	OM
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Manual
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Instructions regarding different types of administrative matters.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Records

Name/title of the document	Records
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Files
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Files on different subjects Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Registers

Name/title of the document	Registers
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	File movement registers.
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records for file movement from one section to other sections.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Diary Registers

Name/title of the document	Diary Registers
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records regarding incoming receipts.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules



## Despatch Registers

Name/title of the document	Despatch Registers
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Records regarding outgoing letters.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

## Reservation Rosters

Name/title of the document	Reservation Rosters
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Records regarding reservations for SC/ST/OBC categories.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>

Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules
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### Pay Bill Registers

Name/title of the document	PBR
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Pay Bill registers of staff.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### Stock Register

Name/title of the document	Stock Register
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document  From where one can get a copy of rules, regulations, instructions, manual and records?	Records for the stores.  Address: Administrative Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>

Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules
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### Cash Book

Name/title of the document	Cash Book
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records on payments and receipts of the Institute  Address: Adm. Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in  Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

### Attendance Register

Name/title of the document	Attendance Register
Type of the document [Choose one of the types given below: (Rules, Regulations, Instructions, Manual, Records, Others)]	Records
Brief Write-up on the Document From where one can get a copy of rules, regulations, instructions, manual and records?	Records of the attendance of the employees.  Address: Adm. Officer Telephone No. : 0495/ 2731410 / 2731753 / 2731345 / 2730550 Fax: 0495-2731187 E-mail: mail@spices.res.in

	Website: <a href="http://www.spices.res.in">www.spices.res.in</a>
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	As per Government Rules

# ICAR-INDIAN INSTITUTE OF SPICES RESEARCH

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

पी .बी .संख्या: Post Bag No: 1701, मेरिकुन्नु पोस्ट Marikunnu Post,

कोषिकोड Kozhikode -673 012, केरल Kerala, भारत India

Email: mail@spices.res.in, Ph:0495-2731410



F. No. 1-9(95)/2023-Estt.

Dated: 25-10-2023

## OFFICE ORDER

Sub: Constitution of various committees at ICAR-IISR, Kozhikode – reg.

In supersession of all earlier orders on the subject, Director, ICAR-IISR, Kozhikode has been pleased to reconstitute the following Committees, as detailed below with immediate effect and until further orders:-

I	POLICY COMMITTEE	
01	Director	Chairman
02	Project Coordinator (AICRP on Spices)	Member
03	Senior Administrative Officer	Member
04	All Head of Divisions	Member
05	Dr. E Jayashree, Principal Scientist	Member
06	Head i/c, Regional Station, Appangala	Member
07	Scientist-In-Charge, Chelavoor Farm	Member
08	Scientist-In-Charge, Peruvannamuzhi Farm	Member
09	Senior Finance & Accounts Officer	Member
10	Principal Scientist & Head , KVK , Peruvannamuzhi	Member
11	Administrative Officer	Member Secretary
<b>Functions : To advise on matters pertaining to policy matters of the Institute</b>		

II	TRANSFER COMMITTEE	
01	Director	Chairman
02	Head, Division of Crop Production & PHT	Member
03	Head, Division of Crop Improvement & BT	Member
04	Head, Division of Crop Protection	Member
05	Senior Administrative Officer	Member
06	Senior Finance & Accounts Officer	Member
07	Asst. Administrative Officer (Estt.)	Member Secretary
<b>Functions: As per ICAR guidelines in respect of Technical, Administration and Skilled Support Staff</b>		

III	PRIORITIZATION, MONITORING AND EVALUATION COMMITTEE	
01	Director	Chairman
02	Project Coordinator (AICRP on Spices)	Member
03	Head, Crop Production & PHT	Member
04	Head, Crop Improvement & Biotechnology	Member
05	Head , Crop Protection	Member
06	Head i/c, Regional Station, Appangala	Member
07	Nodal Officer RFD	Member
08	Officer In Charge, PME Cell	Member Secretary
<b>Functions: To prioritize, monitor and to evaluate the initial project proposals – RPP-I</b>		

<b>IV PRIORITIZATION, MONITORING AND EVALUATION CELL (PME Cell)</b>		
01	Dr. V. Srinivasan, Head, Crop Production & PHT	Officer in charge
02	Nodal Officer RFD	Member
03	Secretary, Institute Research Council	Member
04	Secretary, HRD & IDC	Member
05	Ms. Beena C K, Private Secretary	Member
06	Dr. Lijo Thomas, Senior Scientist (Agricultural Economics)	Member Secretary
<b>Functions: To assist in prioritization, monitoring and evaluation of research projects. To co-ordinate technical matters of the institute.</b>		
<b>V RESULTS FRAME WORK DOCUMENT COMMITTEE</b>		
01	Director	Chairman
02	Dr. A Ishwara Bhat , Head, Crop Protection	Member
03	Senior Administrative Officer	Member
04	Dr. C.M. Senthil Kumar, Principal Scientist	Nodal Officer
05	Dr. C. N. Biju, Principal Scientist	Co-Nodal Officer
<b>Functions: To prepare RFD of the institute</b>		
<b>VI INSTITUTE RESEARCH COUNCIL</b>		
01	Director	Chairman
02	All Scientists	Members
03	Dr. R Praveena, Senior Scientist	Member Secretary
<b>Functions : To approve new project proposals and review the progress of work in research projects</b>		
<b>VII HUMAN RESOURCES DEVELOPMENT &amp; INSTITUTE DEPUTATION COMMITTEE (HRD &amp; IDC)</b>		
01	Director	Chairman
02	Dr. K Kandianan, Principal Scientist	Vice Chairman
03	Head, Crop Production & PHT	Member
04	Head, Crop Improvement & Biotechnology	Member
05	Head , Crop Protection	Member
06	Dr. C Sarathambal, Senior Scientist	Member
07	Senior Administrative Officer	Member
08	Senior Finance & Accounts Officer	Member
09	Mrs. Beena C.K, Private Secretary	Member
10	Dr. B Manimaran, Scientist	Member Secretary
<b>Functions: To consider and recommend deputation of staff for symposia / training being organized within India / abroad, study leave for Ph.D., candidature for Ph.D. and project work of M.Sc. / M. Phil students.</b>		
<b>VIII INSTITUTE TECHNOLOGY MANAGEMENT UNIT &amp; AGRIBUSINESS INCUBATOR MANAGEMENT COMMITTEE</b>		
01	Director	Chairman
02	Head, Division of Crop Production & PHT	Member
03	Head, Division of Crop Improvement & BT	Member
04	Head , Division of Crop Protection	Member
05	Principal Investigator (NAIF)	Member
06	Dr. Sajesh V.K, Co-PI (NAIF)	Member
07	Member Secretary, IRC	Member
08	Member Secretary, PME	Member
09	Senior Administrative Officer	Member
10	Senior Finance & Accounts Officer	Member
11	Dr. K. Muraleedharan, ICAR-CPCRI , Kasaragod, IPR Expert	Member
12	Dr. Sharon Aravind, Scientist	Member Secretary
<b>Functions: Patenting / Commercialization of Institute Technologies, consultancy related issues, copyright of research and technical publications and all other IP related issues.</b>		

<b>IX OFFICIAL LANGUAGE IMPLEMENTATION COMMITTEE</b>		
01	Director	Chairman
02	Dr. N. K. Leela, Principal Scientist	Vice-Chairperson
03	Head, Crop Production & PHT	Member
04	Head, Crop Improvement & BT	Member
05	Head, Crop Protection	Member
06	Dr. Maneesha S.R, Scientist	Member
07	Senior Administrative Officer	Member
08	Senior Finance & Accounts Officer	Member
09	Mr. Sunil V.C, Assistant Administrative Officer (Estt.)	Member
10	Ms. N. Prasannakumari, Assistant Chief Technical Officer	Member Secretary
<b>Functions : To monitor implementation of official language and popularize use of Hindi in the institute</b>		
<b>X LIBRARY ADVISORY COMMITTEE</b>		
01	Director	Chairman
02	Dr. P. Rajeev, Principal Scientist	Vice-Chairman
03	Dr. C Sarathambal, Senior Scientist	Member
04	Dr. Aarthi S, Scientist	Member
05	Ms. Sona Charles, Scientist	Member
06	Senior Finance & Accounts Officer	Member
07	Senior Administrative Officer	Member
08	Dr. Vijesh Kumar I.P, Technical Assistant	Member
09	Mr. K. Jayarajan, Chief Technical Officer	Member Secretary
<b>Functions : To support the functioning of the library and to facilitate the development plans by advocating the library development activities with the management and to aid in the establishment of a bridge between the Library and the academic fraternity and the Institute Management.</b>		
<b>XI MEDIA, PUBLICITY &amp; PUBLICATION COMMITTEE</b>		
01	Dr. Lijo Thomas, Senior Scientist	Chairman
02	Dr. R. Praveena, Senior Scientist	Member
03	Dr. Maneesha S.R, Scientist	Member
04	Mr. A Sudhakaran, Senior Technical Officer	Member
05	Ms. Sona Charles, Scientist	Member Secretary
<b>Functions:</b> <b>1. Liaisoning with press and media.</b> <b>2. Convening and producing of multimedia programs.</b> <b>3. Publishing Spice News letter</b> <b>Scrutiny and management of the contents of Institute websites, portals, mobile apps, social media sites, institute publications etc.</b>		
<b>XII FARM ADVISORY COMMITTEE, CHELAVOOR &amp; PERUVANNAMUZHI</b>		
01	Director	Chairman
02	All Head of Divisions	Members
03	Principal Scientist & Head, KVK	Member
04	Technical Officer, Chelavoor Farm /Peruvannamuzhi Farm	Member
05	Scientist-In-Charge, Peruvannamuzhi Farm	Member
06	All Scientists	Members
07	Senior Administrative Officer	Member
08	Senior Finance & Accounts Officer	Member
09	Administrative Officer	Member
10	All Asst. Administrative Officers	Members
11	Scientist-In-Charge, Chelavoor Farm	Member Secretary
<b>Functions: To advise on matters related to Chelavoor / Peruvannamuzhi Farm/KVK</b>		

<b>XIII AESTHETIC COMMITTEE, CHELAVOOR</b>		
01	Director	Chairman
02	Dr. Anees K, Senior Scientist	Vice-Chairman
03	Dr. Aarthi S, Scientist	Member
04	Mr. K Jayarajan, Chief Technical Officer	Member
05	Mr. A Sudhakaran, Senior Technical Officer	Member
06	Scientist-In-Charge, Chelavoor Farm	Member
07	Estate Officer, Chelavoor	Member Secretary
<b>Functions: To plan and develop farm activities of Chelavoor</b>		
<b>XIV AESTHETIC COMMITTEE, PERUVANNAMUZHI</b>		
01	Director	Chairman
02	Scientist In-Charge, Peruvannamuzhi	Member
03	Dr. Gobu R, Scientist	Member
04	Dr. Muhammed Azharudheen T.P, Scientist	Member
05	Dr. Manoj P S, Chief Technical Officer	Member
06	Dr. B Pradeep, Asst. Chief Technical Officer (SMS-Fisheries)	Member
07	Mr. Hareesh B T, Senior Technician	Member
08	Dr. Pavan Gowda M, Senior Technical Officer	Member Secretary
<b>Functions: To plan and develop farm activities of Peruvannamuzhi Farm</b>		
<b>XV ATIC ADVISORY COMMITTEE</b>		
01	Director	Chairman
02	All Head of Divisions	Member
03	Dr. P Rajeev, Principal Scientist	Member
04	Senior Administrative Officer	Member
05	Senior Finance & Accounts Officer	Member
06	Dr. Aiswariya K K, Assistant Chief Technical Officer (SMS)	Member
07	Manager, ATIC (Dr. Lijo Thomas)	Member
<b>Functions: To advise on matters related to ATIC</b>		
<b>XVI PURCHASE ADVISORY COMMITTEE</b>		
01	Dr. C M Senthil Kumar, Principal Scientist	Chairman
02	Head, Crop Production & PHT	Member
03	Head, Crop Improvement & BT	Member
04	Head, Crop Protection	Member
05	Dr. Anees K, Senior Scientist	Member
06	Senior Finance & Accounts Officer	Member
07	Senior Administrative Officer	Member
08	Assistant Administrative Officer (Stores)	Member Secretary
<b>Functions: To conduct the Purchase Committee meeting and scrutinize and recommend the various proposals related to Purchase, opening of quotations received for various purchase (any three members of the committee) and preparing the proceedings of the meeting.</b>		
<b>XVII LOCAL PURCHASE COMMITTEE</b>		
01	Dr. C.N Biju, Principal Scientist	Chairman
02	Senior Administrative Officer	Vice Chairman
03	Mr. Sujeesh E.S, Asst. Chief Technical Officer	Member
04	Senior Finance & Accounts Officer	Member
05	Assistant Administrative Officer (Stores)	Member Secretary
<b>Functions: To conduct survey and prepare report of purchases of items below 2.50 lakhs and prepare its proceedings.</b>		



<b>XVIII</b>	<b>SEED / PLANTING MATERIAL COMMITTEE</b>	
01	Director	Chairman
02	Dr. K. Kandiannan, Principal Scientist	Vice Chairman
03	Head, Crop Production & PHT	Member
04	Head, Crop Improvement & BT	Member
05	Head, Crop Protection	Member
06	Dr. P Rajeev, Principal Scientist	Member
07	Dr. Muhammed Azharudheen T.P Scientist	Member
08	Scientist In Charge, Peruvannamuzhi Farm	Member
09	Scientist In Charge, Chelavoor Farm	Member
10	Senior Administrative Officer	Member
11	Senior Finance & Accounts Officer	Member
12	Mr. Muhammed Nissar V.A, Scientist	Member Secretary

**Functions: To monitor targets, production and certification of planting material.**

<b>XIX</b>	<b>PRICE FIXATION COMMITTEE</b>	
01	Dr. Lijo Thomas, Senior Scientist	Chairman
02	Scientist-in-Charge, Chelavoor Farm	Member
03	Scientist-in-Charge, Peruvannamuzhi Farm	Member
04	Head-in-Charge, Regional Station, Appangala	Member
05	Principal Scientist & Head, KVK, Peruvannamuzhi	Member
06	Manager, ATIC	Member
07	Officer in charge, ABI / ITMU	Member
08	Senior Finance & Accounts Officer	Member
09	Secretary, Staff Side, IJSC	Member
10	Senior Administrative Officer	Member Secretary

**Functions: To recommend prices of farm produce.**

<b>XX</b>	<b>IT &amp; LAN COMMITTEE</b>	
01	Dr. C.N Biju, Principal Scientist	Chairman
02	Dr. Mohammed Faisal Peeran, Scientist	Member
03	Dr. Sajesh V.K, Senior Scientist	Member
04	Ms. Sona Charles, Scientist	Member
05	Mr. C. K. Jayakumar, Technical Officer (Prgm. Asst. Computer) KVK	Member
06	Mr. V. V. Sayed Mohammed, Assistant Administrative Officer	Member
07	Mr. K. Jayarajan, Chief Technical Officer	Member Secretary

**Functions: Maintenance and upkeep of internet connectivity, LAN, video conferencing etc.**

<b>XXI</b>	<b>NABL COMMITTEE</b>	
01	Director	Chairman
02	Dr. V Srinivasan, Head, Crop Production & PHT	Vice Chairman
03	Dr. E Jayashree, Principal Scientist	Member
04	Dr. Anees K, Senior Scientist	Member
05	Ms. N. Karthika, Senior Technician	Member
06	Ms. R Sivaranjani, Scientist	Member Secretary

**Functions: Maintenance of ISO & NABL of the institute**

XXII	INSTITUTE STAFF WELFARE FUND COMMITTEE	
01	Director	Chairman
02	All Head of Divisions	Member
03	Dr. E Jayashree, Principal Scientist	Member
04	Dr. Muhammed Azharudheen T.P, Scientist	Member
05	Senior Administrative Officer	Member
06	Senior Finance & Accounts Officer	Member
07	Ms. Shajina O , Technician	Member
08	Assistant Administrative Officer (Estt.)	Member Secretary

**Functions: To develop canteen and recreation facilities; promotion of sports and cultural activities; assisting ailing members of staff and their families and providing succour to families staff who die in harness.**

XXIII	SPORTS PROMOTION COMMITTEE	
01	Dr. Anees K, Senior Scientist	Chairman
02	Dr. Muhammed Azharudheen T.P, Scientist	Member
03	Mr. Muhammed Nissar V.A, Scientist	Member
04	Ms. Sivaranjani R, Scientist	Member
05	Mr. Rasmish A.R, Senior Technician	Member
06	Mr. R. Bharathan, Chief Technical Officer	Member Secretary

**Functions: To encourage sports activities and making arrangements for taking part in sports competitions.**

XXIV	CANTEEN (CHELAVOOR) – EXECUTIVE COMMITTEE	
01	Mr. Bharathan R, Chief Technical Officer	Honorary Secretary
02	Mr. Sundaran P, Administrative Officer	Member
03	Mr. Vishnu B, Technician	Member
04	Mr. Abhi Balagopal K.P, Skilled Support Staff	Member
05	Representative-Research Scholar	Member
06	Mr. V.S Binoy, Senior Technician	Convener

**Functions: To manage the canteen at Chelavoor.**

XXV	QUARTERS ALLOTMENT COMMITTEE	
01	Director	Chairman
02	Dr. K Kandiannan, Principal Scientist	Vice Chairman
03	Head in charge, Regional Station, Appangala	Member
04	Scientist in Charge, Peruvannamuzhi	Member
05	Principal Scientist & Head, KVK	Member
06	Mr. E. S. Sujeesh, Assistant Chief Technical Officer	Member
07	Secretary (Staff Side) IJSC	Member
08	Senior Finance & Accounts Officer	Member
09	Senior Administrative Officer	Member Secretary

**Functions: To take decisions regarding allotment of staff quarters to eligible applicants.**

XXVI	PROPRIETARY COMMITTEE	
01	Dr. A Ishwara Bhat, Head, Crop Protection	Chairman
02	Dr. C.M. Senthil Kumar, Principal Scientist	Member
03	Dr. Aarthi S, Scientist	Member
04	Dr. C Sarathambal, Senior Scientist	Member
05	Ms. Alfiya P.V, Scientist	Member Secretary

**Functions: A certificate to the effect the proposed item to be procured may be issued.**

XXVII	WORKS COMMITTEE	
01	Dr. V Srinivasan, Head, Crop Production & PHT	Chairman
02	Head, Crop Improvement & BT	Member
03	Head, Crop Protection	Member
04	Scientist in Charge, Chelavoor Farm	Member
05	Scientist –in-Charge, Peruvannamuzhi Farm	Member
06	Senior Administrative Officer	Member
07	Senior Finance & Accounts Officer	Member
08	Asst. Administrative Officer (Works)	Member Secretary

**Functions: To conduct the Works Committee meeting and scrutinize and recommend the various proposals related to Works, opening of quotations received for various works (any three members of the committee) and preparing the proceedings of the meeting.**

XXVIII	INSTRUMENT MONITORING COMMITTEE	
01	Scientist in Charge, Central Facility	Chairman
02	Dr. C.M. Senthil Kumar, Principal Scientist	Member
03	Dr. Manimaran B, Scientist	Member
04	Dr. Aarthi S, Scientist	Member
05	Assistant Administrative Officer (Stores)	Member Secretary

**Functions: To monitor the functioning, repair and maintenance of equipments and conduct the meeting and prepare its proceedings.**

XXIX	COMMITTEE FOR MONITORING CROP-WEATHER SITUATION	
01	Director	Chairman
02	Dr. K. Kandiannan, Principal Scientist	Member
03	Dr. Maneesha S.R, Scientist	Member
04	Dr. C Sellaperumal, Senior Scientist	Member
05	Dr. Anees K, Senior Scientist	Member Secretary

**Functions: To report crop-weather situation including occurrence of pests and diseases at fortnightly intervals.**

XXX	INTERNAL COMPLAINT COMMITTEE	
01	Dr. E Jayashree, Principal Scientist	Chairman
02	Dr. Femina, Dy. Director, DASD, Calicut	External Member
03	Ms. Deepthi A, Asst. Chief Technical Officer(SMS- Home Science)KVK	Member
04	Senior Administrative Officer	Member
05	Mrs. C. K. Beena, PS to Director	Member Secretary

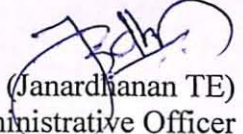
**Functions: To examine charges of sexual harassment of women in workplace.**

XXXI	WOMEN CELL	
01	Director	Chairman
02	Dr. R Praveena, Senior Scientist	Vice Chairman
03	Dr. Priya George, Technical Officer	Member
04	Ms. Rebeena N, Upper Division Clerk	Member
05	Research Scholar (Representative)	Member
06	Ms. R Sivaranjani, Scientist	Member Secretary

**Functions: To cater to the welfare of women staff.**

<b>XXXII IMPLEMENTATION COMMITTEE FOR NEH / TSP / SCSP</b>		
01	Dr. V Srinivasan, Head, Crop Production & PHT	Chairman
02	Dr. P Rajeev, Principal Scientist	Member
03	Dr. Manimaran B, Scientist	Member
04	Ms. R. Sivaranjani, Scientist	Member
05	Dr. Lijo Thomas, Senior Scientist	Member Secretary
<b>Functions: To coordinate Programmes for NE states</b>		
<b>XXXIII COMMITTEE FOR MONITORING PANDEMIC DISEASES</b>		
01	Dr. K.S Krishnamurthy, Principal Scientist	Chairman
02	Dr. E Jayashree, Principal Scientist	Member
03	Dr. B Manimaran, Scientist	Member
04	Dr. C Sellaperumal, Senior Scientist	Member
05	Senior Administrative Officer	Member
<b>Functions: To monitor Pandemic Diseases activities of ICAR-IISR.</b>		
<b>XXXIV SPACE ALLOCATION COMMITTEE</b>		
01	Dr. Sheeja T.E, Head, Crop Improvement & BT	Chairman
02	Scientist in-charge, Chelavoor	Member
03	Scientist in Charge, Peruvannamuzhi	Member
04	Senior Administrative Officer	Member Secretary
<b>Functions :To allocate space as per the decision of director</b>		
<b>XXXV TECHNICAL EVALUATION COMMITTEE</b>		
01	Dr. A. Ishwara Bhat, Head, Crop Protection	Chairman
02	Dr. Manimaran B, Scientist	Member
03	Ms. Sivaranjani R, Scientist	Member
04	Senior Finance & Accounts Officer	Member
05	Mr. K Jayarajan, Chief Technical Officer	Member
06	Indenter	Member
07	Mr. V.V. Sayed Mohammed, AAO (Stores)	Member Secretary
<b>Functions: Evaluation of Technical specifications of intends and recommendations</b>		
<b>XXXVI SWACHHTA COMMITTEE (H.Q)</b>		
01	Dr. Anees K, Senior Scientist	Chairman
02	Dr. C. Sellapperumal, Senior Scientist	Member
03	Dr. S Aarthi, Scientist	Member
04	Mr. R. Bharathan, Chief Technical Officer	Member
05	Mr. K. Jayarajan, Chief Technical Officer	Member
06	Mr. A. Sudhakaran, Senior Technical Officer	Member
07	Mr. Sujeesh E.S, Asst. Chief Technical Officer	Member
08	Mr. Vishnu B, Technician	Member
09	Mr. Binoy V. S. Senior Technician	Member
10	Administrative Officer	Member
11	Ms. Alfiya P.V, Scientist	Member Secretary
<b>Functions: To implement swachhta activities in Institute</b>		
<b>XXXVII PLATINUM JUBILEE CELEBRATION COMMITTEE</b>		
01	Dr. C. N. Biju, Principal Scientist	Nodal Officer
02	Dr. H J Akshitha, Scientist	Member
03	Ms. Sona Charles, Scientist	Member
04	Mr. R. Bharathan, Chief Technical Officer	Member
05	Mr. K. Jayarajan, Chief Technical Officer	Member
06	Ms. N Prasannakumari, Asst. Chief Technical Officer	Member
<b>Functions: To chalk out the activities that can be taken up at the Institute in order to celebrate the 75<sup>th</sup> Anniversary of India's Independence.</b>		

XXXVIII	CONTRACTUAL COMMITTEE	
01	Dr. V Srinivasan, Head, Crop Production & PHT	Chairman
02	Head, Crop Improvement & BT	Member
03	Head , Crop Protection	Member
04	Scientist in Charge, Chelavoor Farm	Member
05	Scientist –in-Charge, Peruvannamuzhi Farm	Member
06	Senior Administrative Officer	Member
07	Senior Finance & Accounts Officer	Member
08	Asst. Administrative Officer (Works)	Member Secretary
<b>Functions: To scrutiny and finalization of Contracts for engaging outsourced employees.</b>		

  
 (Janardhanan TE)  
 Senior Administrative Officer

Distribution:-

1. The Project Coordinator (AICRP on Spices)
2. All Head of Divisions
3. The Head I/C RS, Appangala
4. Principal Scientist & Head, KVK
5. The SIC, Chelavoor/Peruvannamuzhi
6. The Senior Finance & Accounts Officer
7. The Drawing & Disbursing Officer
8. AAO (Estt.)/(Works)/(Stores)
9. PS to Director
10. Arisoft / Intranet

# ICAR-INDIAN INSTITUTE OF SPICES RESEARCH

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

पी.बी.संख्या: Post Bag No: 1701, मेरिकुन्नु पोस्ट Marikunnu Post,

कोषिकोड Kozhikode -673 012, केरल Kerala, भारत India

Email: mail@spices.res.in, Ph:0495-2731410



F. No. 1-9(95)/2023-Estt.

Dated: 25-10-2023

## OFFICE ORDER

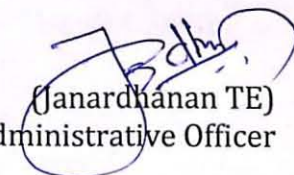
Sub: Nomination of officers to function as Nodal Officer/Officer i/c etc. – Reg.

In supersession of all earlier orders on the subject, Director, ICAR-IISR, Kozhikode has been pleased to nominate the following officers, of this Institute as the Nodal Officers/Officer i/c etc., to attend the function indicated against each, in addition to their own duties, with immediate effect and until further order:-

Sl. No.	Name of Officer	Duties assigned
1	Dr. C Sarathambal, Senior Scientist	NODAL OFFICER - RTI
2	Dr. A Ishwara Bhat, Head Crop Protection	TRANSPARENCY OFFICER - RTI
3	Dr. C.N. Biju, Principal Scientist	CONTACT OFFICER, ICAR-IISR REGIONAL STATION, APPANGALA
4	Dr. Lijo Thomas, Senior Scientist	MANAGER, AGRICULTURE TECHNOLOGY INFORMATION CENTRE
5	Senior Administrative Officer	NODAL OFFICER - COURT CASES
6	Ms. Sona Charles, Scientist	NODAL OFFICER - RESEARCH DATA MANAGEMENT
7	Mr. K. Jayarajan, Chief Technical Officer	NODAL OFFICER - PERMISNET
8	Dr. C. Sellaperumal, Senior Scientist	NODAL OFFICER - SCIENTISTS MEETING
9	Dr. P. Rajeev, Principal Scientist	NODAL OFFICER - 'MERA GAON MERA GAURAV'
10	Mr. V.A Muhammed Nissar, Scientist	NODAL OFFICER - MAPPING OF NATURAL RESOURCES
11	Asst. Administrative Officer (Estt.) (with the assistance of Mr. V V Sayed Mohammed)	NODAL OFFICER - BIOMETRIC ATTENDANCE SYSTEM
12	Mr. K Jayarajan , Chief Technical Officer	NODAL OFFICER - NKN, KRISHI PORTAL
13	Mr. V. V. Sayed Mohammed, Assistant Administrative Officer / Mr. K. Jayarajan, Chief Technical Officer	NODAL OFFICER - ERP
14	Dr. C N Biju, Principal Scientist/ Dr. C. Sellaperumal, Senior Scientist	NODAL OFFICERS - REPORTING STATUS OF PESTS
15	Administrative Officer /Assistant Administrative Officer (Stores)	NODAL OFFICERS - E-GOVERNANCE / E- PROCUREMENT
16	Senior Finance & Accounts Officer	NODAL OFFICER - E-PAYMENT/PFMS / TSA
17	Mr. K. Jayarajan, Chief Technical Officer	NODAL OFFICER - IMPLEMENTATION OF IPV6
18	Ms. N. Prasannakumari, Assistant Chief Technical Officer	NODAL OFFICER - IMPLEMENTING OFFICIAL LANGUAGE



19	Dr. C. Sellaperumal, Senior Scientist	OFFICER-IN-CHARGE, SILVER JUBILEE HALL
20	Dr. Maneesha S.R, Scientist	OFFICER IN CHARGE STUDY CIRCLE
21	Ms. C. K. Beena, PS to Director	OFFICER IN CHARGE COMMITTEE ROOM (DIRECTOR'S OFFICE)
22	Assistant Administrative Officer (Estt.)	RECORDS OFFICER
23	Mr. Sunil.VC, Asst. Administrative Officer(Estt.)/Mr. P. Sundaran, Administrative Officer	OFFICER-IN-CHARGE, VEHICLES
24	Mr. P Sundaran, Administrative Officer	ESTATE OFFICER
25	Mr. V V Sayed Mohammed, Assistant Administrative Officer During his absence Mr. Sunil V.C, Assistant Administrative Officer	GUEST HOUSE -IN-CHARGE,
26	Mr. V. V. Sayed Mohammed, Assistant Administrative Officer Mr. Krishnakumar P.C, Lower Division Clerk will assist Mr. V V Sayed Mohammed	CARETAKER, CHELAVOOR CAMPUS
27	Dr. C M Senthil Kumar, Principal Scientist	NODAL OFFICER - AGRICULTURAL RESEARCH MANAGEMENT SYSTEM(ARMS)
28	Ms. Sona Charles, Scientist	NODAL OFFICER - DATA CENTER
29	Dr. P Rajeev, Principal Scientist	NODAL OFFICER - NEH
30	Dr. Manimaran B, Scientist	NODAL OFFICER - SCSP
31	Dr. Lijo Thomas, Senior Scientist	NODAL OFFICER - TSP

  
 (Janardhanan TE)  
 Senior Administrative Officer

Distribution:-

1. The Project Coordinator (AICRP on Spices)
2. All Head of Divisions
3. The Head I/C RS, Appangala
4. Principal Scientist & Head, KVK
5. The SIC, Chelavoor/Peruvannamuzhi
6. The Senior Finance & Accounts Officer
7. The Drawing & Disbursing Officer
8. AAO (Estt.)/(Works)/(Stores)
9. PS to Director
10. Arisoft / Intranet

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**Employees with Gross salary for the month of March, 2024**

**ICAR-IISR Headquarters,  
Kozhikode**

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1	Mrs Aarathi S	11	84800	39008	15264	10512	0	0	149584
2	Mrs.Alfiya P V	11	75300	34638	13554	10512			134004
3	Dr Anees K	12	143600	66056	25848	10512		0	246016
4	Dr Biju C N	13A	157600	72496	28368	10512		0	268976
5	Dr Dinesh R	14	218200	100372	39276	10512		0	368360
6	Dr Divya P S	13 A	143600	66056	25848	10512			246016
7	Dr Iswarabhat A	14	218200	100372	39276	10512		0	368360
8	Dr Jayashree E	14	182700	84042	32886	10512		0	310140
9	Kandiannan K	14	218200	100372	39276	10512			368360
10	Dr Krishnamurthy K S	14	218200	100372	39276	10512		0	368360
11	Dr Leela N K	14	218200	100372	39276	10512		0	368360
12	Dr Lijo Thomas	13 A	143600	66056	25848	10512		0	246016
13	Dr. Maneesha S R	10	82300	37858	14814	10512			145484
14	Manimaran	10	77600	35696	13968	10512			137776
15	Mr Muhammed Nissar V A	11	77600	35696	13968	10512		0	137776
16	Mukesh Sankar	10	82200	37812	14796	10512			145320
17	Dr Prasath D	14	182700	84042	32886	10512		0	310140
18	Dr Praveena R	13 A	143600	66056	25848	10512		0	246016
19	Dr Rajeev P	14	218200	100372	39276	10512		0	368360
20	Dr Sajesh V K	13A	135300	62238	24354	10512		0	232404
21	Dr Sarathambal C	12	139400	64124	25092	10512		0	239128
22	Dr Sellaperumal C	12	107200	49312	19296	10512		0	186320
23	Dr Senthil kumar C M	14	177400	81604	31932	10512		0	301448
24	Dr Shamsudheen M	13A	147900	68034	26622	10512			253068
25	Ms. Sharon Aravind	11	92600	42596	16668	10512			162376
26	Dr Sheeja T E	14	182700	84042	32886	10512		0	310140
27	Ms Sivaranjini R	11	79900	36754	14382	10512		0	141548
28	Dr Sona Charles	10	64900	29854	11682	10512			116948
29	Dr Srinivasan V	14	193800	89148	34884	10512		0	328344
30	Dr Thankamani C K	14	218200	100372	39276	10512		0	368360
31	Mr Bharathan R	12	109100	50186	19638	10512			189436
32	Mr Binoy V S	4	41000	18860	7380	5256		0	72496
33	Mrs P K Chandravally	7	68000	31280	12240	5256		0	116776
34	Mr Jayarajan K	12	96900	44574	17442	10512		0	169428
34	Mrs Karthika N	4	34300	15778	6174	5256		0	61508
35	Mr Krishnadas K	7	68000	31280	12240	5256		0	116776
36	Mrs Prasnannakumari N	11	85800	39468	15444	10512		0	151224
37	Dr (Mrs) Priya George	7	50500	23230	9090	5256			88076
38	Ms. Shajina O	3	25200	11592	4536	5256			46584
39	Mr Sivadas O G	4	41000	18860	7380	5256		0	72496
40	Mr Sudhakaran A	10	77700	35742	13986	10512		0	137940
41	Mr Sujeesh E S	11	78500	36110	14130	10512		0	139252
42	Mr Vijesh Kumar I P	5	33900	15594	6102	5256		0	60852
43	Mr. Vishnu B	3	25200	11592	4536	5256			46584
44	Mr Abhi Balagopal K P	1	19700	9062	3600	1971		0	34333

45	Mr.Ajith K S	7	50500	23230	9090	5256		0	88076
46	Miss. Archana N	2	23100	10626	4158	1971		0	39855
47	Mr. Babu R K	11	80900	37214	14562	10512		0	143188
48	Mrs Beena C K	7	70000	32200	12600	5256		0	120056
49	Mr. Janardhanan T E	11	83300	38318	14994	10512		0	147124
50	Mr. Krishnakumar P C	2	25200	11592	4536	5256		0	46584
51	Mr Rahul P K	4	27900	12834	5022	5256		0	51012
52	Mrs Rebeena N	4	30500	14030	5490	5256		0	55276
53	Mr Sayed Mohammed V	7	56900	26174	10242	5256		0	98572
54	Mrs Seema M	4	37500	17250	6750	5256		0	66756
55	Mr Sundaran P	10	63100	29026	11358	10512		0	113996
56	Mr Sunil V C	7	60400	27784	10872	5256		0	104312
	<b>TOTAL</b>		<b>5889800</b>	<b>2709308</b>	<b>1060218</b>	<b>492750</b>	<b>0</b>	<b>0</b>	<b>10152076</b>

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2	Dr Balaji Rajkumar	11	92500	42550	0	5256	0	0	140306
3	Dr Honnappa Asangi	11	84800	39008	7632	5256	0	0	136696
4	Dr Akshitha H J	11	84800	39008	7632	5256	0	0	136696
5	Dr Mohammad Faisal Peeran	11	89900	41354	0	5256	0	0	136510
6	Dr Shivakumar M S	11	77600	35696	6984	5256	0	0	125536
7	Mr. Rathish H C	7	58600	26956	0	2628		0	88184
8	Mr. Cholorappa N	4	42200	19412	0	2628		0	64240
9	Mr. Ranjith P B	3	25200	11592	0	2628	0	0	39420
10	Mr Sachin K P	1	19700	9062		1314			30076
11	Marigowda K V	4	43500	20010	0	2628		0	66138
12	Mr Jayaprakash P T	4	31400	14444	0	2628		0	48472
13	Mr. Abdul Rasheed T K	7	56900	26174	5121	2628		0	90823
	<b>TOTAL</b>		<b>925300</b>	<b>425638</b>	<b>47007</b>	<b>48618</b>	<b>0</b>	<b>0</b>	<b>1446563</b>


**IISR Experimental Station,  
Peruvannamuzhi**

S. No.	Name of employee	Pay Level	PAY	DA	HRA	Trpt. Allow.	NPA	A I	GROSS SALARY
1	Mr Faisal K	6	62200	28612	5598	2628		0	99038
2	Muhammed Azharuddeen TP	10	89900	41354	8091	5256			144601
3	Dr Vinu V	10	77600	35696	6984	5256		0	125536
4	Mr Nikhil C M	3	25200	11592	2268	2628			41688
5	Mr.Pawan Gowda M	10	57800	26588	5202	5256			94846
6	Mr Rasmish A R	4	31400	14444	0	2628		0	48472
7	Ms. Rejina P Govind	4	32300	14858	0	2628		0	49786
8	Mr Sadasivan T R	6	55200	25392	4968	2628		0	88188
9	Mrs Kousalya P N	4	44800	20608	4032	2628		0	72068
10	Mr Vijesh V	1	19700	9062	1800	1314			31876
	<b>TOTAL</b>		<b>496100</b>	<b>228206</b>	<b>38943</b>	<b>32850</b>	<b>0</b>	<b>0</b>	<b>796099</b>

**ICAR-IISR-Krishi Vigyan Kendra,  
Peruvannamuzhi**

S. No.	Name of employee	Pay Level	PAY	DA	HRA	Trpt. Allow.	NPA	A I	GROSS SALARY
1	Dr Rathakrishnan	14	177400	81604	15966	5256		0	280226

2	Mrs Aiswarya K K	11	91400	42044	8226	5256		0	146926
3	Ms Deepthi A	11	91400	42044	0	5256		0	138700
4	Mr Jayakumar C K	7	63100	29026	0	5256			97382
5	Dr Manoj P S	12	138300	63618	12447	5256		1053	220674
6	Dr Pradeep B	11	91400	42044	8226	5256		0	146926
7	Mr Prakash K M	12	130400	59984	11736	5256		1053	208429
8	Mr Prasad T C	7	62200	28612	0	2628		0	93440
9	Dr Shanmughavel S	12	165100	91135	14859	5256	33020	1053	310423
10	Mr Ravindran C	3	38300	17618	3447	2628		0	61993
	<b>TOTAL</b>		<b>1049000</b>	<b>497729</b>	<b>74907</b>	<b>47304</b>	<b>33020</b>	<b>3159</b>	<b>1701960</b>



### Payment Status

<b>Institution Name</b>	R.M.K.COLLEGE OF ENGINEERING AND TECHNOLOGY,KAVARAI PETTAL,TIRUVALLUR
<b>Payment Type</b>	HOSTEL AND HESS FEES
<b>Track Id</b>	IP232017963145
<b>Reg No</b>	111622108007
<b>Student Name</b>	ASWANTH BABU
<b>Father Name</b>	BABU R K
<b>Branch</b>	BE
<b>Degree</b>	CYS
<b>Year Of Study</b>	II
<b>Fee Period</b>	2023-24
<b>Fees Amount (Rs.)</b>	99000.00
<b>Penalty Amount (Rs.)</b>	0.00
<b>Date of Birth/Incorporation</b>	15-Aug-2004
<b>Contact No</b>	9483507380
<b>Email Id</b>	babupatna@gmail.com
<b>Total Amount (Rs.)</b>	99000.00
<b>Transaction Date</b>	20-Jul-2023
<b>Transaction Status</b>	SUCCESS
<b>Bank Reference Number</b>	83106632
<b>Challan Number</b>	NA

[Print E-Receipt](#)

\* If transaction Status is AWAITED , actual status will get refreshed from the payment mode within 48 hours .  
\* If transaction Status is FAILURE , but amount is debited from the account, then the amount will be refunded.

- Home
- Payment History
- Help Desk - eeseeadmin[at]iobnet.co.in
- Help Desk - 044 2888 9338 / 044 2888 9350

ICAR - INDIAN INSTITUTE OF SPICES RESEARCH,KOZHIKODE

STATEMENT OF REVISED BUDGET & EXPENDITURE FOR 2023-24

Major Heads of Account	RE 2023-24	Expenditure 2023-24
Instit. - Capital	275.00	275.00
Instit. - Revenue	726.00	726.00
TSP - Capital	0.00	0.00
TSP - General	20.00	20.00
NEH - Capital	0.00	0.00
NEH - General	20.00	20.00
SCSP - Capital	2.00	2.00
SCSP - General	40.00	40.00
G Total (Scheme)	1083.00	1083.00
Salary	1617.87	1617.87
Pension	125.17	125.17
<b>G.Total (Scheme+Salary+Pension)</b>	<b>2826.04</b>	<b>2826.04</b>
<b>AICRP on Spices</b>		
AICRP - Capital	10.00	10.00
AICRP - General	140.00	140.00
AICRP - TSP	10.00	10.00
AICRP - NEH	50.00	50.00
AICRP - SCSP	18.00	18.00
Total (AICRP Scheme))	228.00	228.00
Salary	555.70	555.70
<b>Total (AICRP Scheme + Salary)</b>	<b>783.70</b>	<b>783.70</b>

Utilization of Travelling Allowance by Director during 2023-24 Rs.5.14 lakhs





## INDIAN INSTITUTE OF SPICES RESEARCH

Marikunnu P.O Calicut Pin: 673012 , Fax : 00-91-495-2731187.



### INDIVIDUAL LEDGER

Date 01-04-2023 - 31-03-2024

**Individual** - STAFF LEDGER  
**Ledger Group**  
**Ledger Code** - DINESH R ::0013

IISR							
TRAVELLING ALLOWANCES(DOMESTIC TA/ TRANSFER TA)							
Vr. No	Reference No	Vr. Type	Cheque No	Vr. Date	Remarks	Credit Amount	Debit Amount
30	55	BP	560751 dt.11-04-2023	11-04-2023	BALMER LAWRIE & CO LTD , THIRUVANANTHAPURAM , FOR PAYMENT OF TA CANCELLATION CHARGE , DINESH R , APRIL 2023		10300.00
528	541	BP	049086 dt.06-10-2023	06-10-2023	DINESH R , REIMBURSEMENT OF TA , FOR TO ATTEND SCIENTIFIC AND TECHNOLOGICAL APPROACHES FOR SUSTAINABLE SPICES PRODUCTION TRAINING AT RS APPANGALA ON 14.9.23 , OCT 2023		3720.00
575	584	BP	049093 dt.11-10-2023	11-10-2023	DINESH R , TA-ADV TAI91356 FOR ATTEND A MEETING CALLED BY DG, ICAR , SHEEJA T E , TA-ADV TAI91409 FOR ATTEND THE SENSITIZATION WORKSHOP OF ICAR ABI CENTERS TO BE HELD DURING 17-18 OCTOBER 2023 AT NEW DELHI , OCT 2023		20500.00
1022	1048	BP	049264 dt.30-01-2024	30-01-2024	DINESH R , TA-ADV TAI93846 FOR MEETING AT ICAR TECHNOLOGY COMMERCIALIZATION , JAN 2024		31000.00
				31-03-2024		0.00	65520.00
						0.00	65520.00
						65520.00	
						65520.00	65520.00
TSA HORT							
TRAVELLING ALLOWANCES(DOMESTIC TA/ TRANSFER TA)							
Vr. No	Reference No	Vr. Type	Cheque No	Vr. Date	Remarks	Credit Amount	Debit Amount
48	46	BP	C042339372146 dt.09-05-2023	09-05-2023	DINESH R , TA-ADV SETTLEMENT TAI87256 FOR TO ATTEND DIRECTORS MEETING AND STAKEHOLDERS MEETING AT NEW DELDI , MAY 2023		16928.00
156	162	BP	C052342544496 dt.26-05-2023	26-05-2023	DINESH R , TA-ADV TAI88857 FOR TO ATTEND ICAR INSTITUTE REVIEW MEETING BY HONORABLE AGRICULTURE MINISTER , MAY 2023		42460.00



243	245	BP	C062324656835 dt.14-06-2023	14-06-2023	DINESH R , TA-ADV SETTLEMENT TAI88857 FOR TO ATTEND ICAR INSTITUTE REVIEW MEETING BY HONORABLE AGRICULTURE MINISTER , JUNE 2023	8740.00
380	372	BP	C072316251256 dt.07-07-2023	07-07-2023	DINESH R , TA-ADV TAI89581 FOR INVITED TO ATTEND ICAR FOUNDATION DAY DURING 15-17 JULY 2023	40000.00
450	441	BP	C072338128510 dt.24-07-2023	24-07-2023	DINESH R , PRASATH D , REIMBURSEMENT OF TA , TO VIST NEW DELHI & KARNATAKA , TRI89709,TRN89710 , JULY 2023	32568.00
465	457	BP	C072349921353 dt.31-07-2023	31-07-2023	DINESH R , TA-ADV SETTLEMENT TAI89581 FOR INVITED TO ATTEND ICAR FOUNDATION DAY DURING 15-17 JULY 2023	2330.00
516	490	BP	C082315356665 dt.07-08-2023	07-08-2023	DINESH R , REIMBURSEMENT OF TA , FOR TO ATTEND THE DIAMOND JUBILEE & FOUNDATION DAY CELEBRATION AT ICAT - CTCRI , TRIVANDRUM ON 22nd JULY 2023 , AUG 2023	12257.00
551	539	BP	C082331279463 dt.18-08-2023	18-08-2023	DINESH R , TA-ADV TAI90214 FOR ATTEND DEVELOPMENT PROGRAM TO RMP OFFICIALS AT NAARM HYDERABAD , AUG 2023	20000.00
603	576	BP	C092304104374 dt.05-09-2023	05-09-2023	DINESH R , TA-ADV TAI90730 FOR ATTEND G20 LEADERS SUMMIT SPOUSE PROGRAM & EXHIBITION , SEP 2023	52000.00
683	640	BP	C092321553056 dt.14-09-2023	14-09-2023	DINESH R , TA-ADV SETTLEMENT TAI90214 FOR ATTEND DEVELOPMENT PROGRAM TO RMP OFFICIALS AT NAARM HYDERABAD , SEP 2023	15419.00
705	680	BP	C092328930684 dt.22-09-2023	22-09-2023	DINESH R , TA-ADV TAI91050 FOR ATTEND 2 DAYS NATIONAL CONFERENCE ON SPICES AROMATIC AND MEDICINAL PLANTS DURING 5-6 OCTOBER 2023 AT CIARI PORT BLAIR , SEP 2023	32000.00
720	694	BP	C092330193904 dt.22-09-2023		DINESH R , TA-ADV SETTLEMENT TAI90730 FOR ATTEND G20 LEADERS SUMMIT SPOUSE PROGRAM & EXHIBITION , SEP 2023	12168.00
824	779	BP	C102356713072 dt.26-10-2023	26-10-2023	DINESH R , TA-ADV SETTLEMENT TAI91050 FOR ATTEND 2 DAYS NATIONAL CONFERENCE ON SPICES AROMATIC AND MEDICINAL PLANTS DURING 5-6 OCTOBER 2023 AT CIARI PORT BLAIR , OCT 2023	6382.00
839	802	BP	C102357522316 dt.27-10-2023	27-10-2023	TOWARDS REIMBURSEMENT OF URGENT BILLS PAID FROM IISR CURRENT ACCOUNT DURING THE MONTH OCTOBER 2023 , FROM TSA ACCOUNT NO 10700001068 TO IISR MAIN ACCOUNT NO 30302810771 , OCT 2023	3720.00
839	802	BP	C102357522316 dt.27-10-2023		TOWARDS REIMBURSEMENT OF URGENT BILLS PAID FROM IISR CURRENT ACCOUNT DURING THE MONTH OCTOBER 2023 ,	20500.00



930	880	BP	C112325441268 dt.13-11-2023	13-11-2023	FROM TSA ACCOUNT NO 10700001068 TO IISR MAIN ACCOUNT NO 30302810771 , OCT 2023 DINESH R , SHEEJA T E , REIMBURSEMENT OF TA , FOR TO ATTEND AGRI SCIENCE CONGRESS ORGANIZES BY NAAS NEWDELHI AT LE MERIDIEN HOTEL KOCHI DURING 9-13 OCT 2023, TRN91576,TRI91577, NOV 2023	21646.00
937	887	BP	C112327338614 dt.14-11-2023	14-11-2023	DINESH R , REIMBURSEMENT OF TA , FOR TO ATTEND XIV ANNUAL GROUP MEETING OF AICRP ON SPICES DURING 30 OCT - 01 NOV 2023 AT COLLEGE OF HORTICULTURE , UHS, BANGALORE , NOV 2023	11550.00
963	911	BP	C112328043948 dt.16-11-2023	16-11-2023	DINESH R , TA-ADV SETTLEMENT TAI91356 FOR ATTEND A MEETING CALLED BY DG, ICAR , NOV 2023	2063.00
994	944	BP	C112332171704 dt.22-11-2023	22-11-2023	DINESH R , TA-ADV TAI92271 FOR DISCUSSION WITH JAIN IRRIGATION ON PROTECTED CULTIVATION AND FINALIZING SYMSAC 2024 , NOV 2023	12500.00
1113	1046	BP	C122331998880 dt.20-12-2023	20-12-2023	DINESH R , REIMBURSEMENT OF TA , FOR TO ATTEND INAUGURAL SESSION OF THE NATIONAL CONFERENCE AND RELEASE OF THE JOINTLY DEVELOPED ENCAPSULATED MICROBIAL STRAINS AT CTCRI ,TRIVANDRUM ON 28 NOV 2023 , DEC 2023	3946.00
1134	1069	BP	C122343917475 dt.27-12-2023	27-12-2023	DINESH R , REIMBURSEMENT OF TA , FOR TO ATTEND INTERNATIONAL CONFERENCE AT ICAR-CTCRI RAJAHMUNDRY, ANDRA PRADESH, DURING 14-15 DEC 2023	36924.00
1135	1070	BP	C122344451330 dt.27-12-2023		DINESH R , REIMBURSEMENT OF ACCOMMODATION CHARGE AT NASC GUEST HOUSE ON 16 OCT 2023	2500.00
1167	1095	BP	C122352644349,C122353340671 dt.03-01-2024	03-01-2024	DINESH R , TA-ADV SETTLEMENT TAI92271 FOR DISCUSSION WITH JAIN IRRIGATION ON PROTECTED CULTIVATION AND FINALIZING SYMSAC 2024 , SHEEJA T E , TA-ADV SETTLEMENT TAI92324 FOR THE DISCUSSION ON JOINT RESEARCH ON PROTECTED CULTIVATION OF SPICES WITH JAIN IRRIGATION SYSTEMS,JALGAON,VISITING THEIR FACILITIES AND FINALIZATION OF SYMSAC 2024 , JAN 2024	4976.00
1268	1228	BP	C022421887060 dt.12-02-2024	12-02-2024	TOWARDS REIMBURSEMENT OF URGENT BILLS PAID FROM IISR CURRENT ACCOUNT DURING THE MONTH JANUARY AND FEBRUARY 2024 , FROM TSA ACCOUNT NO 10700001068	31000.00



1329	1260	BP	C022454332685 dt.20-02-2024	20-02-2024	TO IISR MAIN ACCOUNT NO 30302810771 , FEBRUARY 2024 DINESH R , TA , FOR TO ACCOMPANY THE QRT CHAIRMAN AND MEMBERS FOR REVIEWING THE ACTIVITIES OF EXPERIMENTAL FARM AND RS APPANGALA , SHEEJA T E , TA , FOR ATTEND THE QRT MEETING AT RS APPANGALA , T193715,TRN93721, FEBRUARY 2024	4713.00
1364	1306	BP	C022455121384 dt.20-02-2024		DINESH R , TA-ADV SETTLEMENT TAI93846 FOR MEETING AT ICAR TECHNOLOGY COMMERCIALIZATION , FEBRUARY 2024	8920.00
1385	1316	BP	C022461266481 dt.22-02-2024	22-02-2024	DINESH R , TA-ADV TAI94383 FOR DIRECTORS CONFERENCE AND QRT REVIEW , FEBRUARY 2024	48000.00
1537	1458	BP	C032444244170 dt.18-03-2024	18-03-2024	DINESH R , TA-ADV SETTLEMENT TAI94383 FOR DIRECTORS CONFERENCE AND QRT REVIEW , MARCH 2024	8260.00
				31-03-2024		0.00 514470.00
						0.00 514470.00
						514470.00
						514470.00 514470.00

## Contract | अनुबंध



Contract No | अनुबंध क्रमांक: GEMC-511687745807162

Generated Date | अनुबंध तिथि: 14-Mar-2023

Bid/RA/PBP No. | बोली/आरए/पीबीपी संख्या: [GEM/2022/B/2888981](#)

Organisation Details   संगठन विवरण	Buyer Details   खरीदार विवरण
Type   प्ररूप: Central Autonomous	Designation   पद: Assistant Administrative Officer
Ministry   मंत्रालय: Ministry of Agriculture and Farmers Welfare	Contact No.   संपर्क नंबर: 0495-2731410-255
Department   विभाग: Department of Agricultural Research and Education (DARE)	Email ID   ईमेल आईडी: sundaran.p@icar.gov.in
Organisation Name   संगठन का नाम: Indian Council of Agricultural Research (ICAR)	GSTIN   जीएसटीआईएन: 32AAAGI0044P1ZK
Office Zone   कार्यालय क्षेत्र: Indian Institute Of Spices Research	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHIKODE, KERALA-673012, India

Financial Approval Detail   वित्तीय स्वीकृति विवरण	Paying Authority Details   भुगतान प्राधिकरण विवरण
IFD Concurrence   आईएफडी सहमति: No	Role: PAO
Designation of Administrative Approval   प्रशासनिक अनुमोदन का पदनाम: Director	Payment Mode   भुगतान का तरीका: Offline
Designation of Financial Approval   वित्तीय अनुमोदन का पदनाम: Director	Designation   पद: SFAO
	Email ID   ईमेल आईडी: pao75.icari.kl@gembuyer.in
	GSTIN   जीएसटीआईएन: -
	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHIKODE CITY, KERALA-673012, India

Seller Details   विक्रेता विवरण	
GeM Seller ID   जेम विक्रेता आईडी: 9E6A180000466542	Company Name   कंपनी का नाम: CALGON SCIENTIFIC CO
Contact No.   संपर्क नंबर: 09446588679	Email ID   ईमेल आईडी: info@calgonscientific.com
Address   पता: CALGON SCIENTIFIC CO, Vinayaka, L.B.S. ROAD, Ponnekara, Ernakulam, KERALA-682026, -	MSME verified   एमएसएमई सत्यापित: Yes
MSME Registration number   एमएसएमई पंजीकरण संख्या: UDYAM-KL-02-0011919	MSE Social Category   एमएसएमई सामाजिक श्रेणी: General
MSE Gender   एमएसएमई लिंग श्रेणी: Female	GSTIN   जीएसटीआईएन: 32AFRPD9977R1ZB

\*GST / Tax invoice to be raised in the name of | जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा - Consignee

Product Details   उत्पाद विवरण						
#	Item Description   आइटम विवरण	Ordered Quantity   आइटम विवरण	Unit   इकाई	Unit Price (INR)   इकाई मूल्य (INR)	Tax Bifurcation (INR)   कर विभाजन (INR)	Price (Inclusive of all Duties and Taxes in INR)   मूल्य (INR में सभी शुल्क और कर सहित)
1	Product Name   उत्पाद का नाम: -80 C Deep Freezer Brand   ब्रांड: HAIER BIOMEDICAL Brand Type   ब्रांड प्रकार: Unbranded Catalogue Status   कैटलॉग की स्थिति: Catalogue not verified by OEM Selling As   कैसे बेचा जा रहा है: Reseller not verified by OEM Category Name & Quadrant   श्रेणी का नाम और चतुर्थांश: BOQ (Q3) Model   मॉडल: DW-86L419 HSN Code   एचएसएन कोड: 8418	1	Nos	825,183	NA	825,183
Total Order Value   कुल ऑर्डर मूल्य (in INR)						825,183

Consignee Detail   परेषिती विवरण						
S.No   क्र.सं.	Consignee   परेषिती	Item   वस्तु	Lot No.   लॉट नंबर	Quantity   मात्रा	Delivery Start After   दिनांक के बाद डिलीवरी शुरू करना है	Delivery To Be Completed By   वितरण पूरा कब तक करना है
1	Designation   पद: - Email ID   ईमेल आईडी: sundaran.p@icar.gov.in Contact   संपर्क: 0495-2731410-255 GSTIN   जीएसटीआईएन: 32AAAGI0044P1ZK	-80 C Deep Freezer	-	1	14-Mar-2023	29-Mar-2023

Address | पता : Director ICAR-Indian Institute of Spices Research Marikunnu P  
O Kozhikode - 673012,  
KOZHICODE, KERALA-673012, India

## Specification | विनिर्देश 1

[Specification Document | विशिष्टता दस्तावेज़](#)

[Buyer BOQ Document | क्रेता बीओक्यू दस्तावेज़](#)

[Compliance of BOQ Specification And Supporting Document | बीओक्यू विशिष्टता और सहायक दस्तावेज़ का अनुपालन](#)

**Note | टिप्पणी:** Seller has given an undertaking that it has made arrangements for getting the stores from an authorized distributor / dealer / channel partner of the OEM of the offered product. At the time of delivery of goods, Seller will provide necessary chain documents (in the form of GST Invoice) to prove that the supplied goods are genuine and are being sourced from an authorized distributor / dealer / channel partner of the OEM. In case of any complaint about genuineness of the supplied products, Seller shall be responsible for providing genuine replacement supplies.

## ePBG Detail | ईपीबीजी विवरण

Advisory Bank | सलाहकार बैंक :

NA

ePBG Percentage(%) | ईपीबीजी प्रतिशत (%) :

NA

## Terms and Conditions | नियम और शर्तें

### 1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

### 2. Buyer Added Bid Specific Terms and Conditions-

#### 2.1 Generic.

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

#### 2.2 Generic.

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

ICAR-Indian Institute of Spices Reaserch

Post bag No:1701

Marikunnu Post

Kozhikode

Kerala,673012

#### 2.3 Generic.

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

#### 2.4 Scope of Supply.

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

#### 2.5 Generic.

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।



## अनुबंध | Contract



अनुबंध क्रमांक | Contract No: GEMC-511687780885393

अनुबंध तिथि | Generated Date : 15-Feb-2024

संगठन विवरण   Organisation Details	खरीदार विवरण   Buyer Details
प्ररूप   Type : Central Autonomous मंत्रालय   Ministry : Ministry of Agriculture and Farmers Welfare विभाग   Department : Department of Agricultural Research and Education (DARE) संगठन का नाम   Organisation Name : Indian Council of Agricultural Research (ICAR) कार्यालय क्षेत्र   Office Zone: Indian Institute Of Spices Research	पद   Designation : Assistant Administrative Officer संपर्क नंबर   Contact No. : 0495-2731410-255 ईमेल आईडी   Email ID : sundaran.p@icar.gov.in जीएसटीआईएन   GSTIN : 32AAAGI0044P1ZK पता   Address : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India

वित्तीय स्वीकृति विवरण   Financial Approval Detail	भुगतान प्राधिकरण विवरण   Paying Authority Details
आईएफडी सहमति   IFD Concurrence : No प्रशासनिक अनुमोदन का पदनाम   Designation of Administrative Approval: Director वित्तीय अनुमोदन का पदनाम   Designation of Financial Approval : Director	Role: PAO भुगतान का तरीका   Payment Mode: Offline पद   Designation : Asst. Administrative Officer ईमेल आईडी   Email ID : pao84.icari.kl@gembuyer.in जीएसटीआईएन   GSTIN : 29AAAGI0044P1Z7 पता   Address: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE CITY, KERALA-673012, India

विक्रेता विवरण   Seller Details
जेम विक्रेता आईडी   GeM Seller ID : BC2B180000104113 कंपनी का नाम   Company Name : SCIENTIFIC ENTERPRISES संपर्क नंबर   Contact No. : 09847388202 ईमेल आईडी   Email ID : seqcochin@gmail.com पता   Address : 51/315, Jawahar Road, Vyttila, Ernakulam, KERALA-682019, - एमएसएमई पंजीकरण संख्या   MSME Registration number : UDYAM-KL-02-0003699 एमएसई सामाजिक श्रेणी   MSE Social Category : General एमएसई लिंग श्रेणी   MSE Gender : OTHERS जीएसटीआईएन   GSTIN: 32AAIFS7780D1Z4

\*जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा | GST / Tax invoice to be raised in the name of - Buyer

वितरण निर्देश | Delivery Instructions : NA

उत्पाद विवरण   Product Details						
#	आइटम विवरण   Item Description	आइटम विवरण   Ordered Quantity	इकाई   Unit	इकाई मूल्य (INR)   Unit Price (INR)	कर विभाजन (INR)   Tax Bifurcation (INR)	मूल्य (INR में सभी शुल्क और कर सहित)   Price (Inclusive of all Duties and Taxes in INR)
1	उत्पाद का नाम   Product Name : Thermo Scientific TFT Display Interface PCR Machine (Semi Quantitative) ब्रांड   Brand : Thermo Scientific ब्रांड प्रकार   Brand Type : Registered Brand कैटलॉग की स्थिति   Catalogue Status: Catalogue not verified by OEM कैसे बेचा जा रहा है   Selling As : OEM verified Reseller श्रेणी का नाम और चतुर्थांश   Category Name & Quadrant : PCR Machine (Semi Quantitative) (Q3) मॉडल   Model: VERITIPRO, A48141 एचएसएन कोड   HSN Code: HSN not specified by seller	1	pieces	455,000	NA	455,000
कुल ऑर्डर मूल्य   Total Order Value (in INR)						455,000

परोक्षी विवरण   Consignee Detail						
क्र.सं.   S.No	परोक्षी   Consignee	वस्तु   Item	लॉट नंबर   Lot No.	मात्रा   Quantity	दिनांक के बाद डिलीवरी शुरू करना है   Delivery Start After	वितरण पूरा कब तक करना है   Delivery To Be Completed By

1	संपर्क   Contact : 0495-2731410-255 जीएसटीआईएन   GSTIN : 32AAAGI0044P1ZK पता   Address : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India	Thermo Scientific TFT Display Interface PCR Machine (Semi Quantitative)	-	1	15-Feb-2024	01-Mar-2024
<b>Product Specification for Thermo Scientific TFT Display Interface PCR Machine (Semi Quantitative)</b>						
<b>विनिर्देश   Specification</b>		<b>उप-विनिर्देश   Sub-Spec</b>			<b>मूल्य   Value</b>	
Standards	Certification for product		CE,BIS			
	Certification date and number		EN 61010-2-81:2015 Dated 12 jan 2018			
	Availability of ISO with manufacturer		Yes			
	ISO Certification No, Date and validity, If ISO certification not available put NA		NA			
Performance Parameters	Purpose		PCR is a laboratory technique used to amplify segments of DNA via the Polymerase Chain Reaction			
	Compatibility of Reagent		Open			
	Display Interface		TFT			
	Block Format		Fixed			
	Capacity of Blocks		0.2ml x 1x96well			
	Maximum Heating Ramp rate in degree cycle per second		>= 6° C/S			
	Maximum Cooling Ramp rate in degree cycle per second		5° C/S			
	Adjustable heating/cooling Ramp Rate		Yes			
	Operating Temperature range °C		10 to 100 °C			
	Temperature setting accuracy in °C		±0.1 °C			
	Well to well temperature uniformity in °C		±0.2 °C			
	Gradient Range in °C		30 - 100°C			
	Gradient Spread in °C		1-30°C			
	Hot Lid Temperature		30-110°C			
	Input supply		Single phase (230 V, 50 Hz)			
	Max No of Programmable Steps		30			
	Max No of Programmable Cycles		Upto 100			
	Availability of USB ports		2			
	Memory to store programs		1000-5000			
	Pause/Start function		Yes			
Built-in Tm Calculator		No				
Warranty (Option of comprehensive warranty is available through bidding only, which if opted will supersede normal warranty in the catalogue)		2				
Compatible to be used with PC		Yes				
Providing Online UPS		No				
Battery backup of UPS in hrs		NA if not provided				
Additional Parameters	Instruction manual to be provided		Yes			
	Touch Screen of display should be responsive for both gloved and ungloved fingers		Yes			
	Auto restart after power outages		Yes			
	Boot up time		Not more than 1 min			
Reports	Availability of test report from central govt/NABL/ILAC accredited lab to prove conformity to specification indicated including safety requirements		No			
	Test report number if no test report provided put Na		NA			
	Test report date if no test report provided put NA		NA			
	Name and address of the lab if no test report provided put NA		NA			
	Copies of Certifications of manufacturer, Certificates from manufacturers for bought out components and material test certificates to be submitted to Buyer on demand after placement of order		NA			

NA

## नियम और शर्तें | Terms and Conditions

## 1. Special terms and conditions- Version:2 effective from 11-11-2022

- 1.1
1. All Provisions of Drugs and Cosmetics Act, 1940 and Rules made there under as amended till date will always be applicable. This will include all notifications issued by Central Drugs Standard Control Organisation (CDSCO), Ministry of Health & Family Welfare (MoHFW) and Department of Pharmaceuticals (DOP), Ministry of Chemicals & Fertilizers time to time in this regard.
  2. The sellers are registered on GeM based on self-declaration of valid Drug License, product certification, test reports etc. However, buyers must check and validate the details at their end for all applicable licenses and certifications e.g., validity and authenticity/genuineness of drug license, product certification, manufacturer certification/licenses, test reports etc.
  3. The price offered by the seller shall not, in any case exceed the DPCO controlled price, if any, fixed by the Central/State Government, the Maximum Retail Price (MRP) and the selling price. The seller must reduce the prices if there is any reduction in DPCO ceiling price, if any.
  4. Comprehensive warranty: Comprehensive warranty shall include preventive maintenance including calibration as per technical/ service /operational manual of the manufacturer, service charges and spares. During the warranty period commencing from date of the successful completion of warranty period, Service personnel shall visit each consignee site as recommended in the manufacturer's technical/ service /operational manual, at least once in six months. warranty shall not be including the consumables. Further there will be 98% uptime warranty during warranty period on 24 (hrs) X 7 (days) X 365 (days) basis, with penalty, to extend warranty period by double the downtime period.
  5. Service centres: Details of Service outlets in India to render services for equipment to be furnished to buyer/consignees with complete address, telephone numbers, e mails etc at time of making the supplies. It shall be the responsibility of seller to ensure that authorized service centres are available to cater to the areas where supplies are made within reasonable distance from where the service calls can be handled. Details of toll-free numbers for service call and online registration of service requests also to be provided buyer/consignee at the time of supplies.
  6. Source of supply: It shall be responsibility of seller to provide Documents regarding source of equipments such as copy of Performa invoice or any other documents to establish that the products supplied are manufactured by OEM indicated and sourced from them.
  7. Packing and Marking: Medical equipments being very delicate and sensitive packing for the goods should be strong and durable enough to withstand transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. .The size, weights and volumes of the packing cases, remoteness of the final destination of the goods, availability or otherwise of transport and handling facilities at all points during transit up to final destination,. Quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall take into consideration the type of medical equipments being supplied. The accessories shall be suitably labelled and packed. Each of the package shall be marked on three sides with indelible paint of proper quality: indicating contract number and date, brief description of goods including quantity, Packing list reference number, country of origin of goods and any other relevant details.
  8. Spare Parts: Seller shall provide materials, information etc. pertaining to spare parts manufactured and supplied by the OEM. It shall be ensured that the required spares are available for purchase at least for 10 years from date of supplies. In case due to any reasons the production of the spare parts is discontinued sufficient advance notice should be given to the buyer/consignee before such discontinuation to provide adequate time to purchase the required spare parts etc. Further, OEM and their service centres/dealers shall carry sufficient inventories to assure ex-stock supply of consumables and spares for the equipments so that the same are available.  
OEM or reseller shall always accord most favoured client status to the buyer/consignee and shall give the most competitive price for spares and consumables of its machines/equipments supplied.
  9. Installation, Training, Manuals: Seller shall be responsible to carry out Installation & commissioning, Supervision and Demonstration of the goods. They shall provide required jigs and tools for assembly, minor civil works for the completion of the installation and Training of Consignee's representatives for operating and maintaining the equipment and supplying required number of operation & maintenance manual for the goods. In case the category parameters are specifying any requirements regarding the installations, training and manuals the same shall also be applicable.
  10. Electrical safety checking: Sellers are required to make sure that they furnish the list of equipments for carrying out routine and preventive maintenance to buyer/consignee .They should make sure to periodically check the electrical safety aspects as per BIS Safety Standards or equivalent .In case they do not have required equipment for such testing should ensure that the equipments checked for electrical safety compliance through labs with facilities for such checking during every preventive maintenance call.
  11. Software: All software updates should be provided free of cost during warranty period.
  12. Any other Terms and Conditions which is not included or at variance with the conditions specified in STC/GTC, may be added by the buyer through Additional Terms and Conditions in the bid to ensure items are procured from authentic/validated source with appropriate and applicable quality. The above terms and conditions are in reverse order of precedence i.e. ATC shall supersede specific STC which shall supersede General Terms and Conditions ("GTC"), whenever there are any conflicting provisions.

## 2. General Terms and Conditions-

- 2.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 2.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.



## Contract | अनुबंध



Contract No | अनुबंध क्रमांक: GEMC-511687753123874

Generated Date | अनुबंध तिथि: 22-Dec-2023

Bid/RA/PBP No. | बोली/आरए/पीबीपी संख्या: [GEM/2023/B/4110553](#)

Organisation Details   संगठन विवरण	Buyer Details   खरीदार विवरण
Type   प्ररूप: Central Autonomous	Designation   पद: Assistant Administrative Officer
Ministry   मंत्रालय: Ministry of Agriculture and Farmers Welfare	Contact No.   संपर्क नंबर: 0495-2731410-255
Department   विभाग: Department of Agricultural Research and Education (DARE)	Email ID   ईमेल आईडी: sundaran.p@icar.gov.in
Organisation Name   संगठन का नाम: Indian Council of Agricultural Research (ICAR)	GSTIN   जीएसटीआईएन: 32AAAGI0044P1ZK
Office Zone   कार्यालय क्षेत्र: Indian Institute Of Spices Research	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India

Financial Approval Detail   वित्तीय स्वीकृति विवरण	Paying Authority Details   भुगतान प्राधिकरण विवरण
IFD Concurrence   आईएफडी सहमति: No	Role: PAO
Designation of Administrative Approval   प्रशासनिक अनुमोदन का पदनाम: Director	Payment Mode   भुगतान का तरीका: Offline
Designation of Financial Approval   वित्तीय अनुमोदन का पदनाम: Director	Designation   पद: SFAO
	Email ID   ईमेल आईडी: pao75.icari.kl@gembuyer.in
	GSTIN   जीएसटीआईएन: -
	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE CITY, KERALA-673012, India

Seller Details   विक्रेता विवरण	
GeM Seller ID   जेम विक्रेता आईडी: C90D190001016958	Company Name   कंपनी का नाम: ADITYA SCIENTIFIC
Contact No.   संपर्क नंबर: 09866677503	Email ID   ईमेल आईडी: anaresh3@gmail.com
Address   पता: PLOT NO. 28,29,ROAD NO.18,NACHARAM, Hyderabad, TELANGANA-500076, -	MII Status   एमआईआई स्थिति: True
MSME verified   एमएसएमई सत्यापित: Yes	MSME Registration number   एमएसएमई पंजीकरण संख्या: UDYAM-TS-09-0012453
MSE Social Category   एमएसई सामाजिक श्रेणी: General	MSE Gender   एमएसई लिंग श्रेणी: Male
GSTIN   जीएसटीआईएन: 36AIVPA2641Q1ZQ	

\*GST / Tax invoice to be raised in the name of | जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा - Consignee

Delivery Instructions | वितरण निर्देश: Rate is reasonable and locally available

Product Details   उत्पाद विवरण						
#	Item Description   आइटम विवरण	Ordered Quantity   आइटम विवरण	Unit   इकाई	Unit Price (INR)   इकाई मूल्य (INR)	Tax Bifurcation (INR)   कर विभाजन (INR)	Price (Inclusive of all Duties and Taxes in INR)   मूल्य (INR में सभी शुल्क और कर सहित)
1	<b>Product Name</b>   उत्पाद का नाम: Rotary Evaporator System <b>Brand</b>   ब्रांड: Aditya Scientific <b>Brand Type</b>   ब्रांड प्रकार: Registered Brand <b>Catalogue Status</b>   कैटलॉग की स्थिति: Catalogue not verified by OEM <b>Selling As</b>   कैसे बेचा जा रहा है: Reseller not verified by OEM <b>Category Name &amp; Quadrant</b>   श्रेणी का नाम और चतुर्थांश: Rotary Evaporator System (Q3) <b>Model</b>   मॉडल: RE2A P <b>HSN Code</b>   एचएसएन कोड: HSN not specified by seller	1	pieces	485,039	NA	485,039
Total Order Value   कुल ऑर्डर मूल्य (in INR)						485,039

Consignee Detail   परेषिती विवरण						
S.No   क्र.सं.	Consignee   परेषिती	Item   वस्तु	Lot No.   लॉट नंबर	Quantity   मात्रा	Delivery Start After   दिनांक के बाद डिलीवरी शुरू करना है	Delivery To Be Completed By   वितरण पूरा कब तक करना है

1	Designation   पद : - Email ID   ईमेल आईडी : sundaran.p@icar.gov.in Contact   संपर्क : 0495-2731410-255 GSTIN   जीएसटीआईएन : 32AAAGI0044P1ZK Address   पता : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India	Rotary Evaporator System	-	1	22-Dec-2023	06-Jan-2024
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### Product Specification for Rotary Evaporator System

Specification   विनिर्देश	Sub-Spec   उप-विनिर्देश	Value   मूल्य
Custom Specification	Custom Specification	Yes

### Seller Specification Document | विक्रेता विशिष्टता दस्तावेज़:

1. <a href="#">SpecificationDocument1</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/05/65/231/CatalogAttrs/SpecificationDocument/2023/11/16/2023_11_16_15_56_55_catalogue_c_2023-11-16-15-57-02_bd2ba63a5bda0f8872c5a9266ce396d0.pdf
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### Buyer Specification Document | खरीदार विशिष्टता दस्तावेज़:

1. <a href="#">SpecificationDocument</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/buyer_documents/500472/54/78/703/CatalogAttrs/SpecificationDocument/2023/10/19/rotary_evaporature_spec_2023-10-19-12-24-08_ec0e40e7a748aa0a6cb28278a2eb05ef.pdf
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### Buyer added Bid Specific Additional Scope of Work | खरीदार द्वारा जोड़ी गई बोली का विशिष्ट अतिरिक्त कार्य

S.No   क्र.सं	Document Title   दस्तावेज़ का शीर्षक	Description   विवरण	Applicable i.ro. Items   लागू आईआरओ सामान
1	Tender document <a href="#">View</a>	Tender document	Vertical Rotary Vacuum Evaporator With Vacuum Pump And Chiller(1)

### Price Bifurcation Excel File details | मूल्य द्विभाजन एक्सेल फ़ाइल विवरण: [COMPLIANCE SHEET](#)

### ePBG Detail | ईपीबीजी विवरण

Advisory Bank   सलाहकार बैंक :	State Bank of India
ePBG Percentage(%)   ईपीबीजी प्रतिशत (%) :	5.00

The bidder shall furnish ePBG as applicable as per bid's terms and conditions | बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा

### Terms and Conditions | नियम और शर्तें

#### 1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

#### 2. Buyer Added Bid Specific Terms and Conditions-

##### 2.1 Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

##### 2.2 Generic

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

ICAR-INDIAN INSTITUTE OF SPICES RESEARCH  
POST BAG.NO.1701  
MARIKUNNU PO  
KOZHICODE  
KERALA,673012

##### 2.3 Certificates:

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

##### 2.4 Generic

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

**2.5 Buyer Added Bid Specific ATC:**

Buyer uploaded ATC document [Click here to view the file.](#)

**2.6 Scope of Supply:**

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

**2.7 Generic:**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

**2.8 Generic:**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

**2.9 Forms of EMD and PBG:**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Director  
payable at  
ICAR-IISR kozhikode

.  
Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.10 Forms of EMD and PBG:**

Bidders can also submit the EMD with Banker's Cheque in favour of

Director  
payable at  
ICAR-IISR, kozhikode

.  
Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.11 Forms of EMD and PBG:**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

Indian Institute of Spices Research  
Account No.  
30302810771  
IFSC Code  
SBIN0000861  
Bank Name  
State bank of india  
Branch address  
Kozhikode, Main

.  
Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

**2.12 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

Director  
payable at  
ICAR-IISR, kozhikode

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

**2.13 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

Indian Institute of Spices Research  
Account No.  
30302810771  
IFSC Code  
SBIN0000861  
Bank Name  
State bank of india  
Branch address  
Kozhikode, Main

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।

## Contract | अनुबंध



Contract No | अनुबंध क्रमांक: GEMC-511687768005257

Generated Date | अनुबंध तिथि: 06-Nov-2023

Bid/RA/PBP No. | बोली/आरए/पीबीपी संख्या: [GEM/2023/B/4017592](#)

Organisation Details   संगठन विवरण	Buyer Details   खरीदार विवरण
Type   प्ररूप: Central Autonomous	Designation   पद: Assistant Administrative Officer
Ministry   मंत्रालय: Ministry of Agriculture and Farmers Welfare	Contact No.   संपर्क नंबर: 0495-2731410-255
Department   विभाग: Department of Agricultural Research and Education (DARE)	Email ID   ईमेल आईडी: sundaran.p@icar.gov.in
Organisation Name   संगठन का नाम: Indian Council of Agricultural Research (ICAR)	GSTIN   जीएसटीआईएन: 32AAAGI0044P1ZK
Office Zone   कार्यालय क्षेत्र: Indian Institute Of Spices Research	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India

Financial Approval Detail   वित्तीय स्वीकृति विवरण	Paying Authority Details   भुगतान प्राधिकरण विवरण
IFD Concurrence   आईएफडी सहमति: No	Role: PAO
Designation of Administrative Approval   प्रशासनिक अनुमोदन का पदनाम: Director	Payment Mode   भुगतान का तरीका: Offline
Designation of Financial Approval   वित्तीय अनुमोदन का पदनाम: Director	Designation   पद: SFAO
	Email ID   ईमेल आईडी: pao75.icari.kl@gembuyer.in
	GSTIN   जीएसटीआईएन: -
	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE CITY, KERALA-673012, India

Seller Details   विक्रेता विवरण	
GeM Seller ID   जेम विक्रेता आईडी: FC8A180000332629	Company Name   कंपनी का नाम: GENESIS SYSTECH
Contact No.   संपर्क नंबर: 09437059209	Email ID   ईमेल आईडी: genesisstech2005@gmail.com
Address   पता: THORIA SAHI, BUXI BAZAR, CUTTACK, Odisha-753001, India	MII Status   एमआईआई स्थिति: True
MSME verified   एमएसएमई सत्यापित: No	MSME Registration number   एमएसएमई पंजीकरण संख्या: UDYAM-OD-19-0008309
MSE Social Category   एमएसएमई सामाजिक श्रेणी: General	MSE Gender   एमएसएमई लिंग श्रेणी: Male
GSTIN   जीएसटीआईएन: 21AOSPS4807F1ZT	

\*GST / Tax invoice to be raised in the name of | जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा - Consignee

Delivery Instructions | वितरण निर्देश: Rate is reasonable

Product Details   उत्पाद विवरण						
#	Item Description   आइटम विवरण	Ordered Quantity   आइटम विवरण	Unit   इकाई	Unit Price (INR)   इकाई मूल्य (INR)	Tax Bifurcation (INR)   कर विभाजन (INR)	Price (Inclusive of all Duties and Taxes in INR)   मूल्य (INR में सभी शुल्क और कर सहित)
1	<b>Product Name</b>   उत्पाद का नाम: Roombr--VIRTULIVE TECHNOLOGIES PRIVATE LIMITED Integrated Blended Classroom Solution <b>Brand</b>   ब्रांड: Roombr--VIRTULIVE TECHNOLOGIES PRIVATE LIMITED <b>Brand Type</b>   ब्रांड प्रकार: Unregistered Brand <b>Catalogue Status</b>   कैटलॉग की स्थिति: OEM verified catalogue <b>Selling As</b>   कैसे बेचा जा रहा है: OEM verified Reseller <b>Category Name &amp; Quadrant</b>   श्रेणी का नाम और चतुर्थांश: Integrated Blended Classroom Solution (Q3) <b>Model</b>   मॉडल: RoombrLearn V1 <b>HSN Code</b>   एचएसएन कोड: 90230010	1	pieces	486,000	GST   जीएसटी (18%): 74,135.593 GST Cess 1   जीएसटी उपकर 1 (0%): 0 GST Cess 2   जीएसटी उपकर 2 (0 per accounting unit): 0 Input Tax Credit (ITC) on GST   जीएसटी पर इनपुट टैक्स क्रेडिट (आईटीसी) (18%): 13,344.407 ITC on GST Cess 1   जीएसटी उपकर पर आईटीसी 1 (0%): 0 ITC on GST Cess 2   जीएसटी उपकर पर आईटीसी 2 (0%): 0	486,000
Total Order Value   कुल ऑर्डर मूल्य (in INR)						486,000

Consignee Detail   परेषिती विवरण						
S.No   क्र.सं.	Consignee   परेषिती	Item   वस्तु	Lot No.   लॉट नंबर	Quantity   मात्रा	Delivery Start After   दिनांक के बाद	Delivery To Be Completed By

					डिलीवरी शुरू करना है	वितरण पूरा कब तक करना है
1	Designation   पद : - Email ID   ईमेल आईडी : sundaran.p@icar.gov.in Contact   संपर्क : 0495-2731410-255 GSTIN   जीएसटीआईएन : 32AAAGI0044P1ZK Address   पता : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India	Roombr--VIRTULIVE TECHNOLOGIES PRIVATE LIMITED Integrated Blended Classroom Solution	-	1	06-Nov-2023	21-Nov-2023

**Product Specification for Roombr--VIRTULIVE TECHNOLOGIES PRIVATE LIMITED Integrated Blended Classroom Solution**

Specification   विनिर्देश	Sub-Spec   उप-विनिर्देश	Value   मूल्य
Integrated Single Box Device	Integrated Single Box Device Component	Computing Unit/ CPU, Projection System, Camera, Speaker, Microphone
General Parameter	Components	Short Throw High Definition Full HD LED Projection system, High speed computing for superior performance, Inbuilt cameras for live streaming video recording, Inbuilt speakers, Inbuilt microphone for audio capture, Interface Connection, Class recording software for remedial classes, Live Streaming and 2 way communication software
	Advantages	Simplifies collaboration through a Seamless solution, Easy to use- Plug & Play, Integrated, Indigenous, Portable smart collaboration system, Affordable- Flexible, cost-effective & modular solution, Comprehensive- Complete solution suite for multi-term, multi-location collaboration across sectors, Future ready- Delivers secure, seamless & scalable collaboration with zero down time, To make learning effective and engaging for students, Enabling schools to bridge shortage of teachers through 'one teacher-to-many classroom', Facilitates to teach from anywhere
	Interface Connections	LAN, USB, HDMI (In & Out), Audio Jack, Bluetooth, Wi-Fi, 4G GSM
Cabinet	Material of the Cabinet	ABS Plastic
	Cabinet Type	Ceiling / Wall Mounted Lockable Enclosure/ Table-top
Integrated CPU	Processor generation	10th
	Hard Disk Capacity (GB)	1TB
	RAM (GB)	16GB
	RAM Upgradable upto (GB)	64GB
	Hard Disk Upgradable upto (GB)	2TB
	Operating System	Windows
	CPU	Intel i5
Integrated Projector	Type	Short Throw
	Minimum Life of Projection Lamp (In Normal Mode) (Hrs)	30000
	Brightness (Lumens)	1500
	Native Resolution	Full HD
	Video Compatibility	All format
	Keystone Correction	Yes
	Projection Lamp	LED
	Aspect Ratio	16:09
	Throw Ratio	0.8
	Contrast Ratio (Minimum)	700:01:00
	Technology	DLP
	Projector with Mounting Facility	Available
	Touch Technology	Infrared
	Number of electronic pen or stylus to be supplied with the device (Nos)	2
	Interactive Screen	Available
	Operating system compatibility	Windows
	Display Resolution	

Interactive Projected Screen	(pixels)	1080P (1920X 1080)
	Interactive Projected Screen type	Inbuilt Interactive Projection System
	Touch Interface	Pen Driven
	Screen Aspect Ratio	16:09
	Height of the active area of the Screen (mm)	1490
	Screen Diagonal Size (mm)	3000
	Response Time (milli seconds)	2
	Number of touch points	2
	Width of the active area of the Screen (mm)	2640
Integrated Camera	HD Recording	Available
	Camera (Nos)	2
	Camera Pixels	8MP
	Focus Type	Auto/ Manual
	Integrated Camera type	HD Recording Camera
	Camera Angle (Field of View -FOV)	100 Degree horizontal
Integrated Speakers	Type of speakers	Speaker with Woofer
	Output (Watt)	20
	Speaker (Nos)	1
Integrated Microphone	Microphone (Nos)	1
	Integrated Microphone type	Far Field Array Microphone
	Sound Capture Distance	10 meters
	Sound Capture Direction	360 deg
	Type of Microphone	MEMS
Multiple Interfaces	Output HDMI Ports (Nos)	1
	Keyboard	Inbuilt
	Audio Output Ports (Nos)	1
	Mouse/Track Pad	Inbuilt
	Bluetooth Connectivity	Yes
	Wi-Fi Availability	Yes
	USB 3 Ports (Nos)	4
	Type of Sim Module	4G LTE
	Sim Module	Yes
	LAN Connectivity	Yes
	RJ 45 Ports (Nos)	1
	Input HDMI Ports (Nos)	2
Central Controller	Central Controller	Available
	Provisions Available to Control Various Components	System On/Off, Projector On/Off, Volume Control Keys, External PC Input, etc
	Smart Digital Board	Tools like pen, eraser, drawing, images, pointer,etc
	Standard Accessories to be supplied i.e. 2 IR Pen, Remote Controller, Kensington Lock,USB Cable and Power Adaptor	Yes
	Lecture Capture System	Ability to Record with 2 cameras, the projected screen & audio and Edit the video

General Specifications	On site OEM Warranty (Year)	1 Year
	Air Mouse with Laser Pointer	Available
	Operating Temperature Range (degree C)	0 to 50 deg
	Video Collaboration Software	Live 2 way streaming, chat, share, collaborative board,schedule & Record
	Power Supply (Vac)	100-240
	Power Consumption in Sleep Mode (Watt)	3
	Weight	4Kg
	Compliance	CE Compliant
	Integrated Smart Classroom Software Applications	Smart Digital Board, Lecture Capture System, Video Collaboration Software
	Operating Humidity (RH) (%)	80%
	Power Consumption in Normal Mode (Watt)	Less than 150 W
	Physical Dimensions	300X300X145 (mm)
Generic	Additional Parameter	Portable,Lightweight
Test Report/Certification	Test Report Number and Date	NA
	Availability Of Test Report From Central Govt/Nabl/Ilac Accredited Lab To Prove Conformity To Specification	No
	ISO certification number (if no then put NA)	0713Q106921
	Manufacturer should have ISO certification for quality standards	Yes
	Name and address of the Lab where Test conducted	Otabu Certification
<b>ePBG Detail   ईपीबीजी विवरण</b>		
Advisory Bank   सलाहकार बैंक :		State Bank of India
ePBG Percentage(%)   ईपीबीजी प्रतिशत (%) :		3.00
The bidder shall furnish ePBG as applicable as per bid's terms and conditions   बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा		
<b>General Clauses w.r.t RCM/FCM   आरसीएम/एफसीएम के संबंध में सामान्य खंड</b>		
<p>1. Where ever RCM is applicable, for sellers (Regular GST registered seller who opted out of FCM as per notifications of GST like GTA , unregistered seller), Buyer have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this contract. Seller will invoice buyer with Zero GST and GST cess.</p> <p>2. For Registered sellers as per FCM, rates will be inclusive of prescribed rate of GST and GST cess. ITC available to buyer as shown in the bid document have been applied while evaluating the bids. Seller has liability of paying the GST and GST cess to the govt and same will be charged from buyer while invoice.</p> <p>3. For Registered sellers who opted for RCM while quoting for specified category under section 9(3) like GTA rates will be exclusive of GST and GST cess. GST and GST cess as indicated by the buyer in the bid document payment of GST and GST Cess will be the liability of buyer.</p> <p>4. For Unregistered sellers Liability of payment of GST and GST cess is in Buyers scope. GST and GST cess as indicated by the buyer in the bid document will be the liability of buyer . Unregistered seller will invoice buyer with zero GST and Zero GST cess.</p> <p>5. For sellers under Composition Scheme: There is no liability of payment of GST and GST cess in Buyers cope. Seller will invoice Zero GST and GST cess in the invoice to buyer.</p>		
<b>Terms and Conditions   नियम और शर्तें</b>		
<b>1. General Terms and Conditions-</b>		

1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.

1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

## 2. Buyer Added Bid Specific Terms and Conditions-

### 2.1 *Generic*

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

### 2.2 *Generic*

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

ICAR-INDIAN INSTITUTE OF SPICES RESEARCH  
POST BAG NO:1701  
MARIKUNNU POST  
KOZHIKODE  
KERALA 673012  
.

### 2.3 *Certificates:*

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### 2.4 *Buyer Added Bid Specific ATC:*

Buyer uploaded ATC document [Click here to view the file](#) .

### 2.5 *Scope of Supply:*

Scope of supply (Bid price to include all cost components) : Supply Installation Testing Commissioning of Goods and Training of operators and providing Statutory Clearances required (if any)

### 2.6 *Generic*

Scope of supply includes Training: Number of employees to be trained

2

, Place for Training

ICAR-IISR

and Duration of training

1

days.

### 2.7 *Generic*

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

### 2.8 *Generic*

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।



## अनुबंध | Contract



अनुबंध क्रमांक | Contract No: GEMC-511687797854292

अनुबंध तिथि | Generated Date : 25-Mar-2024

बोली/आरए/पीबीपी संख्या | Bid/RA/PBP No.: [GEM/2024/B/4620274](#)

संगठन विवरण   Organisation Details	खरीदार विवरण   Buyer Details
प्रकार   Type : Central Autonomous मंत्रालय   Ministry : Ministry of Agriculture and Farmers Welfare विभाग   Department : Department of Agricultural Research and Education (DARE) संगठन का नाम   Organisation Name : Indian Council of Agricultural Research (ICAR) कार्यालय क्षेत्र   Office Zone: Indian Institute Of Spices Research	पद   Designation : Assistant Administrative Officer संपर्क नंबर   Contact No. : 0495-2731410-255 ईमेल आईडी   Email ID : sundaran.p@icar.gov.in जीएसटीआईएन   GSTIN : 32AAAGI0044P1ZK पता   Address : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India

वित्तीय स्वीकृति विवरण   Financial Approval Detail	भुगतान प्राधिकरण विवरण   Paying Authority Details
आईएफडी सहमति   IFD Concurrence : No प्रशासनिक अनुमोदन का पदनाम   Designation of Administrative Approval: Director वित्तीय अनुमोदन का पदनाम   Designation of Financial Approval: Director	Role: PAO भुगतान का तरीका   Payment Mode: Offline पद   Designation : Asst. Administrative Officer ईमेल आईडी   Email ID : pao84.icari.kl@gembuyer.in जीएसटीआईएन   GSTIN : 29AAAGI0044P1Z7 पता   Address: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE CITY, KERALA-673012, India

विक्रेता विवरण   Seller Details
जेम विक्रेता आईडी   GeM Seller ID : 461D190000916534 कंपनी का नाम   Company Name : CRESCENT LAB EQUIPMENTS संपर्क नंबर   Contact No. : 09495389586 ईमेल आईडी   Email ID : crescentlab07@gmail.com पता   Address : Door No.19,Opp ESI Dispensary,Tele Exchange Road, Aluva,ERNAKULAM, Ernakulam, KERALA-683101, - एमआईआई स्थिति   MII Status : True एमएसएमई सत्यापित   MSME verified : No एमएसएमई पंजीकरण संख्या   MSME Registration number : UDYAM-KL-02-0013316 एमएसएमई सामाजिक श्रेणी   MSE Social Category : General एमएसएमई लिंग श्रेणी   MSE Gender : Male जीएसटीआईएन   GSTIN: 32AAFFC9887N1ZQ

\*जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा | GST / Tax invoice to be raised in the name of - Consignee

वितरण निर्देश | Delivery Instructions : NA

उत्पाद विवरण   Product Details						
#	आइटम विवरण   Item Description	आइटम विवरण   Ordered Quantity	इकाई   Unit	इकाई मूल्य (INR)   Unit Price (INR)	कर विभाजन (INR)   Tax Bifurcation (INR)	मूल्य (INR में सभी शुल्क और कर सहित)   Price (Inclusive of all Duties and Taxes in INR)
1	उत्पाद का नाम   Product Name : Eppendorf Vacuum Concentrator ब्रांड   Brand : EPPENDORF ब्रांड प्रकार   Brand Type : Registered Brand कैटलॉग की स्थिति   Catalogue Status: Catalogue not verified by OEM कैसे बेचा जा रहा है   Selling As : Reseller not verified by OEM श्रेणी का नाम और चतुर्थांश   Category Name & Quadrant : Eppendorf Vacuum Concentrator (Q3) मॉडल   Model: CONCENTRATORPLUS एचएसएन कोड   HSN Code: 9027	1	pieces	750,000	NA	750,000
कुल ऑर्डर मूल्य   Total Order Value (in INR)						750,000

परोक्षी विवरण   Consignee Detail						
क्र.सं.   S.No	परोक्षी   Consignee	वस्तु   Item	लॉट नंबर   Lot No.	मात्रा   Quantity	दिनांक के बाद डिलीवरी शुरू करना है   Delivery Start After	वितरण पूरा कब तक करना है   Delivery To Be Completed By

1	पद   Designation :- ईमेल आईडी   Email ID : sundaran.p@icar.gov.in संपर्क   Contact : 0495-2731410-255 जीएसटीआईएन   GSTIN : 32AAAGI0044P1ZK पता   Address : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India	Eppendorf Vacuum Concentrator	-	1	25-Mar-2024	09-Apr-2024
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### Product Specification for Eppendorf Vacuum Concentrator

विनिर्देश   Specification	उप-विनिर्देश   Sub-Spec	मूल्य   Value
Custom Specification	Custom Specification	Yes

### विक्रेता विशिष्टता दस्तावेज़ | Seller Specification Document:

1. <a href="#">SpecificationDocument1</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/37/36/378/CatalogAttrs/SpecificationDocument/2024/2/23/2024_02_23_13_50_20_brochure_2024-02-23-13-50-48_4940fa09bfb75db87a751eeaf799d23.pdf
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### खरीदार विशिष्टता दस्तावेज़ | Buyer Specification Document:

1. <a href="#">SpecificationDocument</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/buyer_documents/500472/54/78/703/CatalogAttrs/SpecificationDocument/2024/2/12/report_gem_garpts_12022024_e3bb5txy8gi_2024-02-12-14-17-39_d2cf771832a3347cc72ebd18cddb031.pdf
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### खरीदार द्वारा जोड़ी गई बोली का विशिष्ट अतिरिक्त कार्य | Buyer added Bid Specific Additional Scope of Work

क्र.सं   S.No	दस्तावेज़ का शीर्षक   Document Title	विवरण   Description	लागू आईआरओ सामान   Applicable i.ro. Items
1	Tender notice <a href="#">View</a>	Tender item details	Vacuum Concentrator(1)

### मूल्य द्विभाजन एक्सेल फ़ाइल विवरण | Price Bifurcation Excel File details: [COMPLIANCE SHEET](#)

### ईपीबीजी विवरण | ePBG Detail

सलाहकार बैंक   Advisory Bank :	State Bank of India
ईपीबीजी प्रतिशत (%)   ePBG Percentage(%):	5.00

बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा | The bidder shall furnish ePBG as applicable as per bid's terms and conditions

### नियम और शर्तें | Terms and Conditions

#### 1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

#### 2. Buyer Added Bid Specific Terms and Conditions-

##### 2.1 Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

##### 2.2 Generic

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

ICAR-Indian Institute of Spices Research  
Post bag No:1701  
Marikunnu PO  
Kozhikode  
Kerala 673012

##### 2.3 Certificates:

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

##### 2.4 Generic

Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.

**2.5 Buyer Added Bid Specific ATC:**

Buyer uploaded ATC document [Click here to view the file](#).

**2.6 Warranty:**

Warranty period of the supplied products shall be as given in specifications from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid.

**2.7 Service & Support:**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

**2.8 Generic**

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

**2.9 OEM**

IMPORTED PRODUCTS: In case of imported products, OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India. The certificate to this effect should be submitted.

**2.10 Scope of Supply:**

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

**2.11 Generic**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

**2.12 Generic**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

**2.13 Past Project Experience:**

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

**2.14 Forms of EMD and PBG:**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Director  
payable at  
ICAR-IISR,Kozhikode  
.

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.15 Forms of EMD and PBG:**

Bidders can also submit the EMD with Banker's Cheque in favour of

Director  
payable at  
ICAR-IISR,Kozhikode  
.

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.16 Forms of EMD and PBG:**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

Indian Institute of spices research

Account No.  
30302810771  
IFSC Code  
SBIN0000861  
Bank Name  
SBI  
Branch address  
Main,Kozhikode  
.

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

**2.17 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

Director  
payable at  
ICAR-IISR,Kozhikode  
.

After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

**2.18 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

Indian Institute of spices research  
Account No.

30302810771

IFSC Code

SBIN0000861

Bank Name

SBI

Branch address

Main,Kozhikode

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

## अनुबंध | Contract



अनुबंध क्रमांक | Contract No: GEMC-511687725503992

अनुबंध तिथि | Generated Date : 12-Jan-2024

बोली/आरए/पीबीपी संख्या | Bid/RA/PBP No.: [GEM/2023/B/4076730](#)

संगठन विवरण   Organisation Details	खरीदार विवरण   Buyer Details
प्रकार   Type : Central Autonomous मंत्रालय   Ministry : Ministry of Agriculture and Farmers Welfare विभाग   Department : Department of Agricultural Research and Education (DARE) संगठन का नाम   Organisation Name : Indian Council of Agricultural Research (ICAR) कार्यालय क्षेत्र   Office Zone: Indian Institute Of Spices Research	पद   Designation : Assistant Administrative Officer संपर्क नंबर   Contact No. : 0495-2731410-255 ईमेल आईडी   Email ID : sundaran.p@icar.gov.in जीएसटीआईएन   GSTIN : 32AAAGI0044P1ZK पता   Address : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India

वित्तीय स्वीकृति विवरण   Financial Approval Detail	भुगतान प्राधिकरण विवरण   Paying Authority Details
आईएफडी सहमति   IFD Concurrence : No प्रशासनिक अनुमोदन का पदनाम   Designation of Administrative Approval: Director वित्तीय अनुमोदन का पदनाम   Designation of Financial Approval : Director	Role: PAO भुगतान का तरीका   Payment Mode: Offline पद   Designation : SFAO ईमेल आईडी   Email ID : pao75.icari.kl@gembuyer.in जीएसटीआईएन   GSTIN : - पता   Address: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE CITY, KERALA-673012, India

विक्रेता विवरण   Seller Details
जेम विक्रेता आईडी   GeM Seller ID : ANMB210004787598 कंपनी का नाम   Company Name : NES INDIA ENGINEERS संपर्क नंबर   Contact No. : 09860753071 ईमेल आईडी   Email ID : info@nesindiaengineers.com पता   Address : Gat No 396, Plot No 12, Dehu-Alandi Road, Talawade, Pune, MAHARASHTRA-411062, - एमआईआई स्थिति   MII Status : True एमएसएमई पंजीकरण संख्या   MSME Registration number : UDYAM-MH-26-0131450 एमएसई सामाजिक श्रेणी   MSE Social Category : General एमएसई लिंग श्रेणी   MSE Gender : Male जीएसटीआईएन   GSTIN: 27AHOPD0404E1ZW

\*जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा | GST / Tax invoice to be raised in the name of - Consignee

वितरण निर्देश | Delivery Instructions : NA

उत्पाद विवरण   Product Details						
#	आइटम विवरण   Item Description	आइटम विवरण   Ordered Quantity	इकाई   Unit	इकाई मूल्य (INR)   Unit Price (INR)	कर विभाजन (INR)   Tax Bifurcation (INR)	मूल्य (INR में सभी शुल्क और कर सहित)   Price (Inclusive of all Duties and Taxes in INR)
1	उत्पाद का नाम   Product Name : VACUUM TRAY DRYER ब्रांड   Brand : NES INDIA ENGINEERS ब्रांड प्रकार   Brand Type : Unbranded कैटलॉग की स्थिति   Catalogue Status: Catalogue not verified by OEM कैसे बेचा जा रहा है   Selling As : Reseller not verified by OEM श्रेणी का नाम और चतुर्थांश   Category Name & Quadrant : VACUUM TRAY DRYER (Q3) मॉडल   Model: NIE- 6 TRAYS VTD एचएसएन कोड   HSN Code: 84798970	1	pieces	754,556	जीएसटी   GST (18%) : 114,134.37 जीएसटी उपकर 1   GST Cess 1 (1%) : 6,340.798 जीएसटी उपकर 2   GST Cess 2 (1 per accounting unit) : 1 जीएसटी पर इनपुट टैक्स क्रेडिट (आईटीसी)   Input Tax Credit (ITC) on GST I (18%) : 20,544.187 जीएसटी उपकर पर आईटीसी 1   ITC on GST Cess 1 (0%) : 0 जीएसटी उपकर पर आईटीसी 2   ITC on GST Cess 2 (0%) : 0	754,556
कुल ऑर्डर मूल्य   Total Order Value (in INR)						754,556

परोक्षिती विवरण   Consignee Detail						
क्र.सं.   S.No	परोक्षिती   Consignee	वस्तु   Item	लॉट नंबर   Lot No.	मात्रा   Quantity	दिनांक के बाद डिलीवरी शुरू करना है   Delivery Start	वितरण पूरा कब तक करना है   Delivery To Be Completed

					After	By
1	पद   Designation :- ईमेल आईडी   Email ID : sundaran.p@icar.gov.in संपर्क   Contact : 0495-2731410-255 जीएसटीआईएन   GSTIN : 32AAAGI0044P1ZK पता   Address : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India	VACUUM TRAY DRYER	-	1	12-Jan-2024	27-Jan-2024

### Product Specification for VACUUM TRAY DRYER

विनिर्देश   Specification	उप-विनिर्देश   Sub-Spec	मूल्य   Value
Custom Specification	Custom Specification	Yes

### विक्रेता विशिष्टता दस्तावेज़ | Seller Specification Document:

1. <a href="#">SpecificationDocument1</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/28/21/602/CatalogAttrs/SpecificationDocument/2023/11/11/2023_11_01_12_15_51_spec_2023-10-12-10-13-41_47dd27_2023-11-01-12-15-54_65171621d8d7e200deb4b4aeb6bcc980.pdf
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### खरीदार विशिष्टता दस्तावेज़ | Buyer Specification Document:

1. <a href="#">SpecificationDocument</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/buyer_documents/500472/54/78/703/CatalogAttrs/SpecificationDocument/2023/10/12/spec_2023-10-12-10-13-41_47dd27e483aa808a1464a7f6490c859d.pdf
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### खरीदार द्वारा जोड़ी गई बोली का विशिष्ट अतिरिक्त कार्य | Buyer added Bid Specific Additional Scope of Work

क्र.सं   S.No	दस्तावेज़ का शीर्षक   Document Title	विवरण   Description	लागू आईआरओ सामान   Applicable i.r.o. Items
1	Tender document <a href="#">View</a>	Tender document- specification	Vacuum Dryer(1)

### मूल्य द्विभाजन एक्सेल फ़ाइल विवरण | Price Bifurcation Excel File details: [COMPLIANCE SHEET](#)

### ईपीबीजी विवरण | ePBG Detail

सलाहकार बैंक   Advisory Bank :	State Bank of India
ईपीबीजी प्रतिशत (%)   ePBG Percentage(%) :	5.00
बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा   The bidder shall furnish ePBG as applicable as per bid's terms and conditions	

### आरसीएम/एफसीएम के संबंध में सामान्य खंड | General Clauses w.r.t RCM/FCM

- Where ever RCM is applicable, for sellers (Regular GST registered seller who opted out of FCM as per notifications of GST like GTA , unregistered seller), Buyer have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this contract. Seller will invoice buyer with Zero GST and GST cess.
- For Registered sellers as per FCM, rates will be inclusive of prescribed rate of GST and GST cess. ITC available to buyer as shown in the bid document have been applied while evaluating the bids. Seller has liability of paying the GST and GST cess to the govt and same will be charged from buyer while invoice.
- For Registered sellers who opted for RCM while quoting for specified category under section 9(3) like GTA rates will be exclusive of GST and GST cess. GST and GST cess as indicated by the buyer in the bid document payment of GST and GST Cess will be the liability of buyer.
- For Unregistered sellers Liability of payment of GST and GST cess is in Buyers scope. GST and GST cess as indicated by the buyer in the bid document will be the liability of buyer . Unregistered seller will invoice buyer with zero GST and Zero GST cess.
- For sellers under Composition Scheme: There is no liability of payment of GST and GST cess in Buyers cope. Seller will invoice Zero GST and GST cess in the invoice to buyer.

### नियम और शर्तें | Terms and Conditions

#### 1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

#### 2. Buyer Added Bid Specific Terms and Conditions-

##### 2.1 Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

**2.2 Generic:**

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

ICAR-INDIAN INSTITUTE OF SPICES RESEARCH  
POST BAG NO:1701  
MARIKUNNU PO  
KOZHIKODE  
KERALA,673012  
.

**2.3 Certificates:**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

**2.4 Buyer Added Bid Specific ATC:**

Buyer uploaded ATC document [Click here to view the file](#).

**2.5 Scope of Supply:**

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

**2.6 Generic:**

Scope of supply includes Training: Number of employees to be trained

2

, Place for Training

ICAR-IISR

and Duration of training

1

days.

**2.7 Generic:**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

**2.8 Generic:**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

## Contract | अनुबंध



Contract No | अनुबंध क्रमांक: GEMC-511687750672808

Generated Date | अनुबंध तिथि: 11-Jan-2024

Bid/RA/PBP No. | बोली/आरए/पीबीपी संख्या: [GEM/2023/B/4196804](#)

Organisation Details   संगठन विवरण	Buyer Details   खरीदार विवरण
Type   प्ररूप: Central Autonomous Ministry   मंत्रालय: Ministry of Agriculture and Farmers Welfare Department   विभाग: Department of Agricultural Research and Education (DARE) Organisation Name   संगठन का नाम: Indian Council of Agricultural Research (ICAR) Office Zone   कार्यालय क्षेत्र: Indian Institute Of Spices Research	Designation   पद: Assistant Administrative Officer Contact No.   संपर्क नंबर: 0495-2731410-255 Email ID   ईमेल आईडी: sundaran.p@icar.gov.in GSTIN   जीएसटीआईएन: 32AAAGI0044P1ZK Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, India

Financial Approval Detail   वित्तीय स्वीकृति विवरण	Paying Authority Details   भुगतान प्राधिकरण विवरण
IFD Concurrence   आईएफडी सहमति: No Designation of Administrative Approval   प्रशासनिक अनुमोदन का पदनाम: Director Designation of Financial Approval   वित्तीय अनुमोदन का पदनाम: Director	Role: PAO Payment Mode   भुगतान का तरीका: Offline Designation   पद: SFAO Email ID   ईमेल आईडी: pao75.icari.kl@gembuyer.in GSTIN   जीएसटीआईएन: - Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, India

Seller Details   विक्रेता विवरण	
GeM Seller ID   जेम विक्रेता आईडी: WIXW210003976279 Company Name   कंपनी का नाम: S M SCIENTECH Contact No.   संपर्क नंबर: 09831076498 Email ID   ईमेल आईडी: smscientech@gmail.com Address   पता: 2-2B,NANDY STREET,GARIAHAT, Kolkata, WEST BENGAL-700029, - MII Status   एमआईआई स्थिति: True MSME verified   एमएसएमई सत्यापित: No MSME Registration number   एमएसएमई पंजीकरण संख्या: - GSTIN   जीएसटीआईएन: 19AEVPM3169F1ZX	

\*GST / Tax invoice to be raised in the name of | जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा - Consignee

Delivery Instructions | वितरण निर्देश: Delivery at ICAR- Indian Institute of Spices Research, Kozhikode

#	Item Description   आइटम विवरण	Ordered Quantity   आइटम विवरण	Unit   इकाई	Unit Price (INR)   इकाई मूल्य (INR)	Tax Bifurcation (INR)   कर विभाजन (INR)	Price (Inclusive of all Duties and Taxes in INR)   मूल्य (INR में सभी शुल्क और कर सहित)
1	Product Name   उत्पाद का नाम: SPRAY DRYER Brand   ब्रांड: OEM Brand Type   ब्रांड प्रकार: Registered Brand Catalogue Status   कैटलॉग की स्थिति: Catalogue not verified by OEM Selling As   कैसे बेचा जा रहा है: Reseller not verified by OEM Category Name & Quadrant   श्रेणी का नाम और चतुर्थांश: SPRAY DRYER (Q3) Model   मॉडल: LABORATORY MODEL TALL TYPE HSN Code   एचएसएन कोड: 84191190	1	pieces	1,118,640	NA	1,118,640
Total Order Value   कुल ऑर्डर मूल्य (in INR)						1,118,640

Consignee Detail   परेषिती विवरण						
S.No   क्र.सं.	Consignee   परेषिती	Item   वस्तु	Lot No.   लॉट नंबर	Quantity   मात्रा	Delivery Start After   दैनिक के बाद डिलीवरी शुरू करना है	Delivery To Be Completed By   वितरण पूरा कब तक करना है
	Designation   पद: - Email ID   ईमेल आईडी: sundaran.p@icar.gov.in					



1	Contact   संपर्क : 0495-2731410-255 GSTIN   जीएसटीआईएन : 32AAAG10044P1ZK Address   पता : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHIKODE, KERALA-673012, India	SPRAY DRYER	-	1	11-Jan-2024	26-Jan-2024
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### Product Specification for SPRAY DRYER

Specification   विनिर्देश	Sub-Spec   उप-विनिर्देश	Value   मूल्य
Custom Specification	Custom Specification	Yes

### Seller Specification Document | विक्रेता विशिष्टता दस्तावेज़:

1. <a href="#">SpecificationDocument1</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/33/80/777/CatalogAttrs/SpecificationDocument/2023/10/26/2023_10_26_17_40_15_specificationdocument_universal_2023-10-26-17-40-19_982f0d78b0e3c3b28ea900fbf330fee6.pdf
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### Buyer Specification Document | खरीदार विशिष्टता दस्तावेज़:

1. <a href="#">SpecificationDocument</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/buyer_documents/500472/54/78/703/CatalogAttrs/SpecificationDocument/2023/10/13/specifications_sd_2023-10-13-16-40-31_347bbda5f5e41a516a9c53fbed65cf1.pdf
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### Buyer added Bid Specific Additional Scope of Work | खरीदार द्वारा जोड़ी गई बोली का विशिष्ट अतिरिक्त कार्य

S.No   क्र.सं	Document Title   दस्तावेज़ का शीर्षक	Description   विवरण	Applicable i.ro. Items   लागू आईआरओ सामान
1	Tender notice <a href="#">View</a>	NOTICE INVITING TENDER	Spray Dryer(1)

### Price Bifurcation Excel File details | मूल्य द्विभाजन एक्सेल फ़ाइल विवरण: [Complence sheet](#)

### ePBG Detail | ईपीबीजी विवरण

Advisory Bank   सलाहकार बैंक :	State Bank of India
ePBG Percentage(%)   ईपीबीजी प्रतिशत (%) :	5.00

The bidder shall furnish ePBG as applicable as per bid's terms and conditions | बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा

### Terms and Conditions | नियम और शर्तें

#### 1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

#### 2. Buyer Added Bid Specific Terms and Conditions-

##### 2.1 Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

##### 2.2 Generic

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

ICAR-INDIAN INSTITUTE OF SPICES RESEARCH  
POST BAG NO:1701  
MARIKUNNU PO  
KOZHIKODE  
KERALA,673012  
.

##### 2.3 Certificates:

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

##### 2.4 Buyer Added Bid Specific ATC:

Buyer uploaded ATC document [Click here to view the file](#).

##### 2.5 Scope of Supply:

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

**2.6 Generic**

Scope of supply includes Training: Number of employees to be trained

2

, Place for Training  
ICAR-IISR,KOZHICODE  
and Duration of training  
1  
days.

**2.7 Generic**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

**2.8 Generic**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

**2.9 Forms of EMD and PBG:**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Director  
payable at  
ICAR-IISR,Kozhikode

. Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.10 Forms of EMD and PBG:**

Bidders can also submit the EMD with Banker's Cheque in favour of

Director  
payable at  
ICAR-IISR,Kozhikode

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.11 Forms of EMD and PBG:**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

INDIAN INSTITUTE OF SPICES RESEARCH

Account No.  
30302810771  
IFSC Code  
SBIN0000861  
Bank Name  
SBI  
Branch address  
Main kozhikode

. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

**2.12 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

Director  
payable at  
ICAR-IISR,Kozhikode

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

**2.13 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

INDIAN INSTITUTE OF SPICES RESEARCH

Account No.  
30302810771  
IFSC Code  
SBIN0000861  
Bank Name  
SBI  
Branch address  
Kozhikode main

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।

## Contract | अनुबंध



Contract No | अनुबंध क्रमांक: GEMC-511687792485345

Generated Date | अनुबंध तिथि: 13-Nov-2023

Bid/RA/PBP No. | बोली/आरए/पीबीपी संख्या: [GEM/2023/B/4084811](#)

Organisation Details   संगठन विवरण	Buyer Details   खरीदार विवरण
Type   प्ररूप: Central Autonomous	Designation   पद: Assistant Administrative Officer
Ministry   मंत्रालय: Ministry of Agriculture and Farmers Welfare	Contact No.   संपर्क नंबर: 0495-2731410-255
Department   विभाग: Department of Agricultural Research and Education (DARE)	Email ID   ईमेल आईडी: sundaran.p@icar.gov.in
Organisation Name   संगठन का नाम: Indian Council of Agricultural Research (ICAR)	GSTIN   जीएसटीआईएन: 32AAAGI0044P1ZK
Office Zone   कार्यालय क्षेत्र: Indian Institute Of Spices Research	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE, KERALA-673012, India

Financial Approval Detail   वित्तीय स्वीकृति विवरण	Paying Authority Details   भुगतान प्राधिकरण विवरण
IFD Concurrence   आईएफडी सहमति: No	Role: PAO
Designation of Administrative Approval   प्रशासनिक अनुमोदन का पदनाम: Director	Payment Mode   भुगतान का तरीका: Offline
Designation of Financial Approval   वित्तीय अनुमोदन का पदनाम: Director	Designation   पद: SFAO
	Email ID   ईमेल आईडी: pao75.icari.kl@gembuyer.in
	GSTIN   जीएसटीआईएन: -
	Address   पता: Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHICODE CITY, KERALA-673012, India

Seller Details   विक्रेता विवरण	
GeM Seller ID   जेम विक्रेता आईडी: 461D190000916534	Company Name   कंपनी का नाम: CRESCENT LAB EQUIPMENTS
Contact No.   संपर्क नंबर: 09495389586	Email ID   ईमेल आईडी: crescentlab07@gmail.com
Address   पता: Door No.19,Opp ESI Dispensary,Tele Exchange Road, Aluva,ERNAKULAM, Ernakulam, KERALA-683101, -	MSME Registration number   एमएसएमई पंजीकरण संख्या: UDYAM-KL-02-0013316
MSE Social Category   एमएसई सामाजिक श्रेणी: General	MSE Gender   एमएसई लिंग श्रेणी: Male
GSTIN   जीएसटीआईएन: 32AAFFC9887N1ZQ	

\*GST / Tax invoice to be raised in the name of | जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा - Consignee

Delivery Instructions | वितरण निर्देश: Rate is reasonable

Product Details   उत्पाद विवरण						
#	Item Description   आइटम विवरण	Ordered Quantity   आइटम विवरण	Unit   इकाई	Unit Price (INR)   इकाई मूल्य (INR)	Tax Bifurcation (INR)   कर विभाजन (INR)	Price (Inclusive of all Duties and Taxes in INR)   मूल्य (INR में सभी शुल्क और कर सहित)
1	<b>Product Name</b>   उत्पाद का नाम: BIORAD CHEMIDOC IMAGING SYSTEM <b>Brand</b>   ब्रांड: Bio Rad <b>Brand Type</b>   ब्रांड प्रकार: Registered Brand <b>Catalogue Status</b>   कैटलॉग की स्थिति: Catalogue not verified by OEM <b>Selling As</b>   कैसे बेचा जा रहा है: Reseller not verified by OEM <b>Category Name &amp; Quadrant</b>   श्रेणी का नाम और चतुर्थांश: BIORAD CHEMIDOC IMAGING SYSTEM (Q3) <b>Model</b>   मॉडल: CHEMIDOC SYSTEM <b>HSN Code</b>   एचएसएन कोड: 9027	1	pieces	1,779,000	GST   जीएसटी (18%): 271,372.881 GST Cess 1   जीएसटी उपकर 1 (0%): 0 GST Cess 2   जीएसटी उपकर 2 (0 per accounting unit): 0 Input Tax Credit (ITC) on GST   जीएसटी पर इनपुट टैक्स क्रेडिट (आईटीसी) (18%): 48,847.119 ITC on GST Cess 1   जीएसटी उपकर पर आईटीसी 1 (0%): 0 ITC on GST Cess 2   जीएसटी उपकर पर आईटीसी 2 (0%): 0	1,779,000
Total Order Value   कुल ऑर्डर मूल्य (in INR)						1,779,000

Consignee Detail   परेषिती विवरण						
S.No   क्र.सं.	Consignee   परेषिती	Item   वस्तु	Lot No.   लॉट नंबर	Quantity   मात्रा	Delivery Start After   दिनों के बाद डिलीवरी शुरू करना है	Delivery To Be Completed By   वितरण पूरा कब तक करना है

1	Designation   पद : - Email ID   ईमेल आईडी : sundaran.p@icar.gov.in Contact   संपर्क : 0495-2731410-255 GSTIN   जीएसटीआईएन : 32AAAGI0044P1ZK Address   पता : Director ICAR-Indian Institute of Spices Research Marikunnu P O Kozhikode - 673012, KOZHIKODE, KERALA-673012, India	BIORAD CHEMIDOC IMAGING SYSTEM	-	1	13-Nov-2023	28-Nov-2023
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### Product Specification for BIORAD CHEMIDOC IMAGING SYSTEM

Specification   विनिर्देश	Sub-Spec   उप-विनिर्देश	Value   मूल्य
Custom Specification	Custom Specification	Yes

### Seller Specification Document | विक्रेता विशिष्टता दस्तावेज़:

1. <a href="#">SpecificationDocument1</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/37/36/378/CatalogAttrs/SpecificationDocument/2023/10/24/2023_10_24_16_08_37_chemidoc_mp_brochure_2023-10-24-16-08-38_db65300780f1e46b5d0cb2634083db3e.pdf
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### Buyer Specification Document | खरीदार विशिष्टता दस्तावेज़:

1. <a href="#">SpecificationDocument</a>	mkp.gem.gov.in/catalog_data/catalog_support_document/buyer_documents/500472/54/78/703/CatalogAttrs/SpecificationDocument/2023/9/9/revised_spec_2023-09-09-13-19-09_ab172ba4d4aa11ec75e49989c0176158.pdf
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### Corrigendum | शुद्धिपत्र

1. GeM-Bidding-Corr-5460028-1.pdf : [click here](#) | यहाँ क्लिक करें

### Price Bifurcation Excel File details | मूल्य द्विभाजन एक्सेल फ़ाइल विवरण: [COMPLIANCE SHEET](#)

### ePBG Detail | ईपीबीजी विवरण

Advisory Bank   सलाहकार बैंक :	State Bank of India
ePBG Percentage(%)   ईपीबीजी प्रतिशत (%) :	5.00

The bidder shall furnish ePBG as applicable as per bid's terms and conditions | बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा

### General Clauses w.r.t RCM/FCM | आरसीएम/एफसीएम के संबंध में सामान्य खंड

1. Where ever RCM is applicable, for sellers (Regular GST registered seller who opted out of FCM as per notifications of GST like GTA , unregistered seller), Buyer have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this contract. Seller will invoice buyer with Zero GST and GST cess.
2. For Registered sellers as per FCM, rates will be inclusive of prescribed rate of GST and GST cess. ITC available to buyer as shown in the bid document have been applied while evaluating the bids. Seller has liability of paying the GST and GST cess to the govt and same will be charged from buyer while invoice.
3. For Registered sellers who opted for RCM while quoting for specified category under section 9(3) like GTA rates will be exclusive of GST and GST cess. GST and GST cess as indicated by the buyer in the bid document payment of GST and GST Cess will be the liability of buyer.
4. For Unregistered sellers Liability of payment of GST and GST cess is in Buyers scope. GST and GST cess as indicated by the buyer in the bid document will be the liability of buyer . Unregistered seller will invoice buyer with zero GST and Zero GST cess.
5. For sellers under Composition Scheme: There is no liability of payment of GST and GST cess in Buyers cope. Seller will invoice Zero GST and GST cess in the invoice to buyer.

### Terms and Conditions | नियम और शर्तें

#### 1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

#### 2. Buyer Added Bid Specific Terms and Conditions-

##### 2.1 Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

##### 2.2 Generic

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

ICAR-INDIAN INSTITUTE OF SPICES RESEARCH  
POST BAG NO:1701

MARIKUNNU PO  
KOZHIKODE  
KERALA,673012

**2.3 Certificates:**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

**2.4 Buyer Added Bid Specific ATC:**

Buyer uploaded ATC document [Click here to view the file](#).

**2.5 Scope of Supply:**

Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods

**2.6 Generic:**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

**2.7 Generic:**

Scope of supply includes Training: Number of employees to be trained

2

, Place for Training  
ICAR-IISR,KOZHIKODE  
and Duration of training

1  
days.

**2.8 Generic:**

While generating invoice in GeM portal, the seller must upload scanned copy of GST invoice and the screenshot of GST portal confirming payment of GST.

**2.9 Forms of EMD and PBG:**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

DIRECTOR  
payable at  
ICAR-IISR,Kozhikode

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.10 Forms of EMD and PBG:**

Bidders can also submit the EMD with Banker's Cheque in favour of

Director  
payable at  
ICAR-IISR,Kozhikode

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

**2.11 Forms of EMD and PBG:**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

INDIAN INSTITUTE OF SPICES RESEARCH

Account No.  
30302810771  
IFSC Code  
SBIN0000861  
Bank Name  
SBI  
Branch address  
Kozhikode main

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

**2.12 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

Director  
payable at  
ICAR-IISR,Kozhikode

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

**2.13 Forms of EMD and PBG:**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

ICAR-INDIAN INSTITUTE OF SPICES RESEARCH

Account No.  
30302810771  
IFSC Code  
SBIN0000861  
Bank Name  
SBI  
Branch address  
Kozhikode,Main

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof

of the Online Payment Transfer in place of PBG within 15 days of award of contract.

2.14 *Buyer Added Bid Specific ATC:*

Buyer Added text based ATC clauses

**GENERAL TERMS AND CONDITIONS**

1. Supply order should be executed on or before 29/10/2023. If the supply is not completed by this date, this institute reserves the right to make the purchase from any other source available without sending any information of cancellation of the order placed with you. In the event of delay in supply, prior approval of the Competent Authority of the institute may be obtained before the last date of delivery.
2. Articles supplied should strictly conform to the specification quoted by you and accepted by the institute.
3. **The article should be securely packed and dispatched.**
4. **This institute will not be responsible for any loss or damage of article in transit.**
5. **Your pre-receipted bill in triplicate drawn in the name of "The Director, Indian Institute of Spices Research, Marikkunnu Po, Kozhikode-673012" may be sent to the consignee together with the supporting documents/certificate/voucher/delivery receipt/ challan etc. for arranging payment after obtaining satisfactory installation certificate from the consignee.**
6. **Payment will be made through e-transfer at satisfactory completion of the supply and installation of materials. Please furnish your Bank Details along with the Bill duly signed by the Bank Authority for making payment through e-transfer (RTGS/NEFT/PFMS).**
7. **The rate accepted is for delivery at ICAR- Indian Institute of Spices Research, Marikkunnu PO, Kozhikode-673012 on F.O.R basis**
8. **Any other conditions in your tender/quotation/ proforma invoice/R.C. which is not specifically agreed to, is not acceptable to us.**
9. **LIQUIDATED DAMAGES:-**
10. **An amount at the rate of 0.5% per week or part thereof subject to maximum of 10% of the cost will be collected from you for delay supply.**
11. **Performance Security @5% of total value will be deposited to the Institute's account in form of Bank Guarantee or D.D. in favour of "ICAR unit- Indian Institute of Spices Research", payable at Kozhikode before supply of the equipment.**
12. **While submitting the bill to ensure to quote our GST No:32AAAGI0044P1ZK**

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिंट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।



# ICAR- INDIAN INSTITUTE OF SPICES RESEARCH

(Indian Council of Agricultural Research)

Post Bag No.1701, Marikunnu Post, Kozhikode - 673012, Kerala,India  
Ph: 0495-2731410, Fax: 0091-495-2731187 E- Mail : stores@spices.res.in.

F.No.4/859/2023-24/WPS/Stores(192)

Date : 02-11-2023

FIFTY PLUS SCIENTIFIC ENTERPRICES PVT.LTD  
15/111 Nellikkal, Threeradesha Road, Kundannoor, Maradu, Cochin 682304

Sub : **Supply order for Millipore water purification system reg:-**

Ref: Your Qtn.No Dated

Dear Sirs,

With reference to the above, you are requested to kindly supply the items detail below subject to the terms and conditions stipulated overleaf immediately

Sn No	ITEM	Specifications	QUANTITY	UNIT	RATE	AMOUNT
1	MERCK MILLIPORE WATER PURIFICATION SYSTEM	•Make Merck Millipore Model DQ 3 .Water purification System should be capable of producing 18.2 Megaohm resistivity with pretreatment cartridge, Reverse Osmosis and mixed bed ion exchange resins and activated carbon in a single pack, with feed water acceptance of upto 2000micro Siemens conductivity, Fouling Index SDI less than 12, Total Chlorine less than 1 ppm.All in one pack which contains a combination of technologies to produce ultrapure water from Tap water directly.The 1st stage of the RO DI cartridge contains pretreatment for reverse osmosis followed by RO membrane.The 2nd stage contains mixed bed ion exchange resin and organex for removal of organic contaminants.It will have only cartridge in the system.Type 3 water flow rate will be 3 Litre per Hour.Tap for dispensing RO water from the tank.Resitivity 18.2 Meg Ohm.cm at 25 degree C .Conductivity less than 0.055uS per cm,TOC less than 10 ppb,Bacteria less than 0.1 cfu per mL,Pyrogen less than 0.001Eu per mL,RNase less than 0.01 ng per mL,Flow Rate 0.5 L per min.Particulates greater than 0.22u less than 1 P per mL.Warranty 2 Year	1.00	NOS	499500.00	499500.00
<b>Total</b>						<b>499500.0</b>

Address of consignee : Director, IISR, Calicut - 673012

Delivery Mode : at ICAR-IISR









### GENERAL TERMS AND CONDITIONS

1. Supply order should be executed on or before 24/11/2023. If the supply is not completed by this date, this institute reserves the right to make the purchase from any other source available without sending any information of cancellation of the order placed with you. In the event of delay in supply, prior approval of the Competent Authority of the institute may be obtained before the last date of delivery.
2. Articles supplied should strictly confirm to the specification quoted by you and accepted by the institute.
3. The article should be securely packed and dispatched.
4. This institute will not be responsible for any loss or damage of article in transit.
5. Your pre-receipted bill in triplicate drawn in the name of **"The Director, Indian Institute of Spices Research, Marikkunnu Po, Kozhikode-673012"** may be sent to the consignee together with the supporting documents/certificate/voucher/delivery receipt/ challan etc. for arranging payment after obtaining satisfactory installation certificate from the consignee.
6. Payment will be made through e-transfer at satisfactory completion of the supply and installation of materials. Please furnish your Bank Details along with the Bill duly signed by the Bank Authority for making payment through e-transfer (RTGS/NEFT/PFMS).
7. The rate accepted is for delivery at **ICAR- Indian Institute of Spices Research, Marikkunnu PO, Kozhikode-673012** on **F.O.R** basis
8. Any other conditions in your tender/quotation/ proforma invoice/R.C. which is not specifically agreed to, is not acceptable to us.
9. LIQUIDATED DAMAGES:-
10. An amount at the rate of 0.5% per week or part thereof subject to maximum of 10% of the cost will be collected from you for delay supply.
11. **Performance Security @5% of total value will be deposited to the Institute's account in form of Bank Guarantee or D.D. in favour of "ICAR unit- Indian Institute of Spices Research", payable at Kozhikode before supply of the equipment.**
12. While submitting the bill to ensure to quote our **GST No:32AAAGI0044P1ZK**



# ICAR- INDIAN INSTITUTE OF SPICES RESEARCH

(Indian Council of Agricultural Research)

Post Bag No.1701, Marikunnu Post, Kozhikode - 673012, Kerala,India  
Ph: 0495-2731410, Fax: 0091-495-2731187 E- Mail : stores@spices.res.in.

F.No.4/884/2023/Growth Chamber /Stores(376)

Date : 01-03-2024

M/S. NEXSEL TECH PVT. LTD.  
S.No. 46/2, Chaintnya Industrial Estate  
Narhe Road, Near Bank of Maharashtra, Narhe, Pune, India - 411041

Sub : **Supply of 7P Control Grow Chamber - reg.**  
Ref: Your Qtn.No Dated

Dear Sirs,

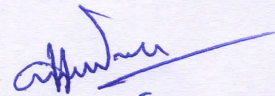
With reference to the above, you are requested to kindly supply the items detail below subject to the terms and conditions stipulated overleaf immediately

Sn No	ITEM	Specifications	QUANTITY	UNIT	RATE	AMOUNT
1	7P CONTROL GROW CHAMBER	Nexsel make Climate-controlled Growth Chamber specifications Double-walled modular structure with 3 thick PUF insulation (inside with stainless steel and outside with Powder Coated Mild Steel. Heavy duty Caster wheel 2 front wheel Lockable and Back 2 wheels unlockable Inside full-length observation glass door with secure gasket Touch screen Controller Programming capacity Air Change Rate: 20 LPM Fully Adjustable CO 2 1200 PPM Range with valve control PAR Meter Access Port Hole -50 mm Port Hole with rubber seal to insert sensors for validation purpose Interior illumination for working area Growing area: 600 x 1200 x 1000 (mm) (LxWxH) with two cabinets separated by double doors and stainless-steel trays. 400-watt grow light all in one grow light in each compartment. Temperature (20 0C to 50 0C), Humidity (40 to 85 persontage ), CO2, Fresh Air Control and Indication with lighting spectrum, intensity and photoperiod control 0-1000 PPFD at 45 cm 350 to 1200 PPM CO2 control equipments with sensors Nichrome wire air heaters Compressor with CFC Free R 134 A / R 404 (Eco Friendly) refrigerant Thermostat sensor Audio-visual alarm Power Supply -220V AC/ 16 Amp single phase 50Hz Stabilizer 3 years warranty	1.00	NOS.	1255518.00	1255518.00
					<b>Total</b>	<b>1255518.0</b>

Address of consignee : Director, IISR, Calicut - 673012  
Delivery Mode : IISR, Kozhikode  
ST/CST VAT : Inclusive  
Packing/forwarding : Inclusive

Your bill of cost in duplicate duly **stamped** and prereceipted may be furnished after supply for settlement. **\*Claims not supported by proper vouchers will be disallowed without future reference to you.** The receipt of this sipply order may please be acknowledged by return of post confirming your position of supply within in the due date.

Yours faithfully,



Expenditure to be met from the scheme : Corpus fund-IISR  
Copy to

1. The Asst.Fin & Accounts Officer
2. MANEESHA S R
3. Stores Section
4. System Administrator

सहायक प्रशासनिक अधिकारी  
Assistant Administrative Officer  
भाकृअनुप - भारतीय मसाला फसल अनुसंधान संस्थान  
ICAR-Indian Institute of Spices Research  
मेरिकुनु पी.ओ. Marikunnu. P.O, कोपिककोड Kozhikode  
पिन Pin-673012 केरल Kerala भारत India





## **GENERAL TERMS AND CONDITIONS**

1. Supply order should be executed on or before **27 / 03 / 2024** If the supply is not completed by this date, this institute reserves the right to make the purchase from any other source available without sending any information of cancellation of the order placed with you. In the event of delay in supply, prior approval of the Competent Authority of the institute may be obtained before the last date of delivery.
2. Articles supplied should strictly confirm to the specification quoted by you and accepted by the institute.
3. The article should be securely packed and dispatched.
4. This institute will not responsible for any loss or damage of article in transit.
5. Your pre-receipted bill in triplicate drawn in the name of **“The Director, Indian Institute of Spices Research, Marikkunnu Po, Kozhikode-673012”** may be send to the consignee together with the supporting documents/certificate/voucher/delivery receipt/ challan etc. for arranging payment after obtaining satisfactory installation certificate from the consignee.
6. Payment will be made through e-transfer at satisfactory completion of the supply and installation of materials. Please furnish your Bank Details along with the Bill duly signed by the Bank Authority for making payment through e-transfer (RTGS/NEFT/PFMS).
7. The rate accepted id for delivery at **ICAR- Indian Institute of Spices Research,Marikunnu PO, Kozhikode-673012** on **F.O.R** basis
8. Any other conditions in your tender/quotation/ proforma invoice/R.C. which is not specifically agreed to, is not acceptable to us.
9. **LIQUIDATED DAMAGES:-**
10. An amount at the rate of 0.5% per week or part thereof subject to maximum of 10% of the cost will be collected from you for delay supply.
11. **Performance Security @5% of total value will be deposited to the Institute’s account in form of Bank Guarantee or D.D. in favour of “ICAR unit- Indian Institute of Spices Research”, payable at Kozhikode before supply of the equipment.**
12. While submitting the bill to ensure to quote our **GST No:32AAAGI0044P1ZK** .



# ICAR- INDIAN INSTITUTE OF SPICES RESEARCH

(Indian Council of Agricultural Research)

Post Bag No.1701, Marikunnu Post, Kozhikode - 673012, Kerala,India  
Ph: 0495-2731410, Fax: 0091-495-2731187 E- Mail : stores@spices.res.in.

F.No.539/2020-21/GeM-Furniture/Stores(413)

Date : 23-03-2024

M/S.THEYYAMPATTIL FURNITURE  
Thondayad Bypass Road, Nellikode, P.O,Calicut-673016

Sub : **Supply order for Guest house furnitures reg:-**  
Ref: Your Qtn.No Dated

Dear Sirs,

With reference to the above, you are requested to kindly supply the items detail below subject to the terms and conditions stipulated overleaf immediately

Sn No	ITEM	Specifications	QUANTITY	UNIT	RATE	AMOUNT
1	RD-COT MODEL-12	Manufacture and delivery of RD-Cot 6.25x6 model-12 made of chemically treated and seasoned solid mahogany wood with 10 years replacement guarantee from wood-powdering, joint shake and crack with model same as photo attached.	5.00	NOS.	24000.00	120000.00
2	RD-COT SIDE TABLE-MODEL-02	Manufacture and delivery of RD-model-02 side table made of chemically treated and seasoned solid mahogany wood with 10 years replacement guarantee from wood-powdering, joint shake and crack with model same as photo attached.	5.00	NOS.	9000.00	45000.00
3	VNT-PMDL READING TABLE	Manufacture and delivery of VNT-PMDL Reading table made of chemically treated and seasoned solid mahogany wood with 10 years replacement guarantee from wood-powdering, joint shake and crack with model same as photo attached.	5.00	NOS.	25000.00	125000.00
4	READING CHAIR FOR TABLE	Manufacture and delivery of reading chair for table GBL-Honeymoon chair fabricated with premium art-leather with product made of chemically treated and seasoned solid mahogany wood with 10 years replacement guarantee from wood-powdering, joint shake and crack with model same as photo attached.	15.00	NOS.	9800.00	147000.00
5	VNT-PMDL DRESSING CHAIR	Manufacture and delivery of VNT-PMDL puffy fabricated with premium art-leather with base made of chemically treated and seasoned solid mahogany wood with 10 years replacement guarantee from wood-powdering, joint shake and crack with model same as photo attached.	5.00	NOS.	6800.00	34000.00

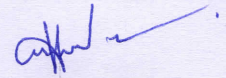


6	MATTRESS	Delivery of 75x72x8 inch peeps restonic hotmot segment mattress with pocketed spring with 10 years warranty.	5.00	NOS.	16500.00	82500.00
<b>Total</b>						<b>553500.0</b>

Address of consignee : Director, IISR, Calicut - 673012  
 Delivery Mode : at ICAR-IISR,Kozhikode  
 ST/CST VAT : Inclusive  
 Packing/forwarding : Inclusive

Your bill of cost in duplicate duly **stamped** and pre-empted may be furnished after supply for settlement. **\*Claims not supported by proper vouchers will be disallowed without future reference to you.** The receipt of this supply order may please be acknowledged by return of post confirming your position of supply within in the due date.

Yours faithfully,



Expenditure to be met from the scheme : Institute Grant  
 Copy to  
 1. The Asst.Fin & Accounts Officer  
 2. SAYED MOHAMMED VV  
 3. Stores Section  
 4. System Administrator

**सहायक प्रशासनिक अधिकारी**  
**Assistant Administrative Officer**  
 भाकअनुप - भारतीय मसाला फसल अनुसंधान संस्थान  
 ICAR-Indian Institute of Spices Research  
 मेरिक्कु पी.ओ. Marikunnu, P.O, कोच्चिकोड Kozhikode  
 पिन Pin-673012 केरल Kerala भारत India

Local purchase committee,PI94996





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12. While submitting the bill to ensure to quote our **GST No:32AAAGI0044P1ZK**.



**PARLIAMENT QUESTIONS REPLIED DURING  
APRIL 2023 - MARCH 2024**

*RTI Audit*

1. Reply to Parliament Question Dy.No.1576793 on Turmeric Production in Hingoli, Maharashtra - reg Email dated 10<sup>th</sup> April 2023
2. Lok Sabha Admitted Starred Question No. 76 for 25.07.2023 **regarding Hyperspectral Remote Sensing Technology for Agriculture - reg** Email dated 19 July 2023
3. Rajya Sabha Admitted Starred Question No. S1154 for 28.07.2023 **regarding Farmer Benefit Bill - reg** Email dated 19 July 2023
4. Rajya Sabha Unstarred Question No. S815 for 28.07.2023 **regarding R&D in Agriculture Sector** Email dated 19 July 2023
5. Reply to Question the details of DST projects operating at this institute Email dated 25<sup>th</sup> July 2023
6. Post Evidence list of Points - PMGKAY - Point No.11 - **present year is predicted to be an El Nino Year - reg** Letter F.No.10-13/2005-Dev. dated 25<sup>th</sup> July 2023
7. **Message dated 11<sup>th</sup> December** - Private Members' Resolution tabled by Shri. Lavi Srikrishna Devarayalu, MP in Lok Sabha on 15.12.2023 - reg Diversify cropping systems in selected regions and efficiently manage resources along with promoting low water-requiring crops and varieties, for the State of Andhra Pradesh
8. **Possible Parliament questions for next session** Email dated 13<sup>th</sup> October, 2023
  - a) Issue: To reduce import substitution of tree spices, specific to Cinnamon (to reduce Chinese cassia import)

**Probable questions**

- b) What are the measures undertaken by the government to enhance self-sufficiency in spices?
  - c) What are the measures done by the Government to increase the domestic Cinnamon production and to reduce the Chinese Cassia consumption?
9. **Parliament Matter --** details of fee and royalty collected for the seeds developed by ICAR during the last 5 years. Email dated 17<sup>th</sup> November, 2023
10. **Reply to Rajya Sabha PQ Diary No. S1386 :** Email dated 24<sup>th</sup> November, 2023
  - (a) The measures initiated by the Government to support farmers in the adoption of digital technology and innovative farming techniques;
  - (b) Whether the Government has conducted research on technologies that have practical applications for farmers, and if so, could you share the specifics;
  - (c) Government schemes on policies in place to offer technological and scientific aid to farmers, and if there are, could you elaborate on them?

- 11. THE RAJYA SABHA Starred /Unstarred Diary No: S1411** Email dated 29<sup>th</sup> November, 2023
- a) Total number of women enrolled in the organization
  - b) Whether there are efforts being made to increase the enrolment of women in such institutes and promote their participation in agricultural education and training
  - c) Total fund utilized for these enrolment/ skill development training programmes
  - d) The initiatives / programmes to increase the women participation in agriculture value chain
- 12. Rajya Sabha Provisional Admitted Question No. S1411 for 08.12.2023** regarding Women in Agricultural Institute or training centres.
- 13. Rajya Sabha Unstarred Question No. S1966 for 08.12.2023** regarding Biofortified Seeds and their ecological impact.
- 14. Rajya Sabha Provisional Admitted Question No. S1386 for 08.12.2023** regarding Technological Advancement for farmers.
- 15. Rajya Sabha Provisional Admitted Question** Diary No. 3699 **for 12.12.2023** regarding Promoting Agriculture through R & D.
- 16. Reply to Lok Sabha PQ Diary No. 7461** Email dated 14<sup>th</sup> December, 2023
- a) Details of projects implemented under the auspice of the ICAR in the state of Tamil Nadu during last three years and the current year
  - b) Whether the ICAR has enough infrastructure and expertise to meet the demand of agricultural sector and if so, the details there of:
  - c) The achievements made by ICAR to increase the agricultural production in the country
  - d) Whether there is any shortage of agricultural scientists in various research institutes and large number of posts are lying vacant for several years in the country including Tamil Nadu
  - e) Steps taken by the Govt to fill up the vacant posts
- 17. What are the international journals** in which (Email dated 5<sup>th</sup> January 2024)
- a) Research papers are published by ICAR scientists?
  - b) What is the quality of papers? How many scientists are recognized at international level?
- 18. Provisionally Admitted Question for the Lok Sabha Starred/Unstarred Diary No S-1545** on (Availability of latest technologies to farmers " due for answer on 09.02.2024- regarding File no. 4-I t 12024-M&T(I&P) dated: 01-02-2024
- 19. Lok Sabha Unstarred Diary No. 1210** regarding Production of Saffron due for answer on 06.02.2024

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