

CSK HIMACHAL PRADESH KRISHI VISHVAVIDYALAYA, PALAMPUR
"DIRECTORATE OF RESEARCH"

No. QSD.8-110(2)/DR/CSKHPKV/2018/-

2228-2312

Dated:-

19/3/2018

NOTIFICATION

On the basis of the performance of the existing approved outsource services providing agency M/s Sampark Services VPO Gohar District Mandi HP, the Vice-Chancellor, CSKHPKV, Palampur has extended the existing service contract for further period of six month from 01.04.2018 to 30.09.2018 on the existing rate of service charges, terms and conditions.

It is, therefore enjoined upon all concerned that :-

1. The sanction cases for the period from 01.04.2018 to 30.09.2018 may be submitted to the respective controlling officers of the projects/schemes as per delegation of financial powers, immediately.
2. While seeking sanction, scheme/project wise category of manpower required, rate, total amount and period must be indicated clearly.
3. One time sanction cases be preferred for the projects which are to continue from 01.04.2018 to 30.09.2018.
4. The income tax @ 2% of the gross amount of the wages bills of the agency concerned will continue to be deducted by the respective DDOs and deposited in the Bank.
5. It may also be ensured by the DDOs concerned that the Income tax/TDS return in respect of the agency for the preceding year is filed timely and form No. 16(A) is issued to the agency well before the due date.
6. No PI/HoD will engage any worker without the prior notice of the approved agency nor shall any worker be retrenched without serving one month advance notice the agency.
7. All efforts should be made to make the payment of wages to the agency on or before the 7th day of the following month.
8. Month-wise consolidated work progress report of the work got done through the outsourced manpower submitted by the PI/Indenting Officer and countersigned by the HoD concerned should be enclosed while processing the wages bills.
9. No certificate or verification or signature shall be recorded on the attendance sheet(format enclosed) of the agency.
10. Besides consolidated monthly work progress report, the following certificate shall be recorded by the PI/Indenting Officer/HoD concerned on each wages bill of the agency:-

"Certified thatunskilled/skilled mandays including PHs have been utilized during the month of2018 to carry out the work ofproject/scheme.

(Signature of the PI/Indenting Officer/HoD)

Director of Research-cum-Principal Employer

Dated: Even.

Endst.No. Even

Copy of above is forwarded to the following for information and necessary action:-

1. All the Statutory Officer, CSKHPKV, Palampur.
2. All Head of the Departments/Units/Officers of all the constituent colleges of CSKHPKV, Palampur.
3. The Sr. Medical Officer, UHC, CSKHPKV, Palampur.
4. The Programme Director, CGRT, COBS, CSKHPKV, Palampur.
5. All the Associate Directors, HARECs of CSKHPKV.
6. All the Programme Coordinators of KVKs /Scientist Incharges, RSSs of CSKHPKV.
7. The PA to Vice-Chancellor/PS to Registrar, CSKHPKV, Palampur
8. The Joint Controller (Local Audit) CSKHPKV, Palampur.
9. The Joint Director (IPR), CSKHPKV, Palampur.
10. The Incharge, UNS CSKHPKV, Palampur with the request to upload this notification on the University website and also to forward it to all concerned through e-mail.

Director of Research-cum-Principal Employer

17/3/2018

M/s Sampark Services VPO Gohar Distt. Mandi HP, Branch Office: Vill. Tanda, Near COBS, CSK HPKV Palampur
 Tele. /Fax No. -01894-230256, Mob. No.- 9218090990

ATTENDANCE SHEET

Project/Scheme :
 Department Name :
 Name of Incharge :
 Month :

Sr No.	Name of Worker	Father/Husband Name	Category	Rate/Mandays (Rs)	Date																																		
					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				

- 1. Certified that PH has been given after continuous work of 6 days.
- 2. Certified that _____ mandays including PH have been provided to the Department during the month of _____.

Authorized Signatory
 For M/s Sampark Services