

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

No. QSD.8-109/DR/OS/CSKHPKV/- 7946-8025

Dated: 22/11/2020

To

- All the Statutory Officer, CSKHPKV, Palampur.
- All Head of the Departments/Units/Officers of all the constituent Colleges of CSKHPKV, Palampur.
- The Sr. Medical Officer, UHC, CSKHPKV, Palampur.
- The Programme Director, CGRT, COBS, CSKHPKV, Palampur.
- All the Associate Directors, HARECs of CSKHPKV.
- All the Programme Coordinators of KVKs /Scientist Incharges, RSSs of CSKHPKV.
- The PS to Vice-Chancellor/PA to Registrar, CSKHPKV, Palampur.

Subject: - Requirement of Outsource Services from 01.04.2020 to 31.03.2021.

Sir/Madam,

It is brought to your kind notice that the University is going to float fresh tender for outsource services for the period from 01.04.2020 to 31.03.2021.

In this connection, you are requested to supply the requirement of manpower during the above noted period as per Annexure attached.

In this connection, it may note that:-

1. While working out the requirement for outsource services, the availability of regular Beldar may also be taken into consideration.
2. The provision of paid holiday after 6 days continuous service may also be counted for requirement of outsources services.
3. Each manday should be calculated on the basis of judicious utilization of services for 8 hours a day in respect of each category of the manpower to be outsourced.
4. The requirement of your Department/Office/Station must reach this Directorate latest by 05.02.2020 positively so as to enable this Directorate to work out the tender value and to float the tender timely.

May kindly be given **personal attention** and **top-priority**, please.

Yours faithfully,



Director of Research-cum-Principal Employer

Copy to:-

✓ The Incharge, UNS, CSKHPKV, Palampur with the request to upload this letter on the University website and also to forward it to all concerned through e-mail.

P.T.O.

Annexure

Name of Department:-

Sr. No.	Category of manpower required	Total mandays required from 01.04.2020 to 31.03.2021.
1.	Unskilled (including cleaning services)	
2.	Security Guard	
3.	Skilled	
4.	Driver	
5.	Computer Operator	
6.	Instructor	
7.	J.E./Pharmacist	

Signature of the Head of the Department