



CSK Himachal Pradesh Krishi Vishvavidyalaya
Palampur-176062(H.P.)
“Directorate of Research”



No. QSD.8-110/DR/CSKHPKV/ (OS)/ - 5011-5080

Dated:- 04-12-2024

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/SPS to Registrar, CSKHPKV, Palampur.

Subject: - Requirement of Outsource Services from 01.04.2025 to 31.03.2026.

Sir/Madam,

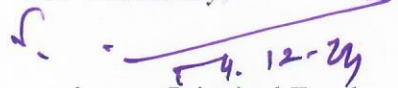
It is brought to your kind notice that the existing contract period for outsource services is going to end on 31.03.2025. In order to process/float new tender of outsource services for the period from 01.04.2025 to 31.03.2026, you are requested to supply the requirement of manpower during the above noted 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 **23.12.2024** 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.

Annexure

Name of Department:-

Sr. No.	Category of manpower required	Total mandays required from 01.04.2025 to 31.03.2026
1.	Unskilled (including cleaning services)	
2.	Skilled	
3.	Driver	
4.	Junior Draftsman	
5.	Computer Operator	
6.	Instructor	
7.	J.E./Pharmacist	

Signature of the Head of the Department