



URGENT/TIME BOUND
CSK HIMACHAL PRADESH KRISHI VISHVA VIDYALAYA, PALAMPUR
"GENERAL ADMINISTRATION BRANCH"

4334-4419

No.QSD.8-110/CSKHPKV/GA/2015/Vol.II/--
Dated, Palampur, the:-

219 JAN 2016

From:

The Assistant Registrar (GA)-cum-Principal Employer,

To

All the Statutory Officers, CSKHPKV, Palampur.
All the Heads of the Departments/Offices/Units CSKHPKV,
Palampur.
The Sr. Medical Officer, University Health Centre,
CSKHPKV, Palampur.
The Programme Director, CGRT, COBS, CSKHPKV,
Palampur.
All the Associate Directors/Scientist Incharges/Programme
Coordinators of HARECs/RSSs/KVKs of CSKHPKV.
The Joint Director (Information & Public Relations) CSKHPKV,
Palampur

Subject: - Outsourcing of services for the year 2016-17.
Sir/Madam,

I am to inform you that the present contract of outsource services is expiring on 31.03.2016 and this office is going to initiate the process of floating tender for outsource the services for the year 2016-17.

In this connection, it is requested that the project-wise actual requirement of outsource services (unskilled, skilled & cleaning) w.e.f. 01.04.2016 to 31.03.2017 in respect of your Department/Unit/Office/Station may kindly be worked out and supplied to this office on or before **10.02.2016** on the prescribed enclosed format.

It is also to be ensured by all the Departments that while working out the actual manpower requirement, the judicious use of the available regular Beldars is also considered. It may kindly be noted that no additional/partial requirement in the on-going research projects/Revolving Fund schemes shall be entertained after floating the tender.

This may be treated as **MOST- URGENT** please.

Yours faithfully


Assistant Registrar (GA) cum-Principal Employer

UNCS
Librarian
29/1/16

Copy to:-

The Incharge, UNS, CSKHPKV, Palampur with the request to upload the above letter alongwith format on the University website, please.

Format

NAME OF THE DEPARTMENT/STATION/KVK (including Tribal stations:
Kukumseri, Sangla, Leo and Lari) _____

Labour requirement (April, 2016 to March 31, 2017)				
Sr. No.	Name of the Project/Scheme	Unskilled Mandays	Skilled Mandays	Cleaning services (hrs. per day)
1.				
2.				
3.				
TOTAL				

Signature of the Head of Department