

THE INSTITUTE OF MATHEMATICAL SCIENCES

(An autonomous institution under the Dept. of Atomic Energy, Govt. of India)
CHENNAI

NOTICE INVITING TENDER

Limited Sealed item rate tenders are invited on behalf of the Director of Institute by Administrative Officer, Institute of Mathematical Sciences, CIT Campus, Tharamani, Chennai - 600 113, Tamilnadu from the Self Help Group Contractors those who have experienced in horticulture works and who have executed **similar work (#)** costing not less than 80% of Estimated cost under a single contract [or] Two works each costing not less than 60% of Estimated cost [or] Three works each costing not less than 40% of Estimated cost during past five years should have been completed in Central Government / State Government / Public Sector Undertaking of Central or State Governments / Central Autonomous bodies / Government Institutions or reputed organizations.

NIT No: Civil/IMSc/08/2014

Name of work	Annual Maintenance of Gardens and lawns at IMSC campus, Tharamani & Residential campus at Thiruvanmiyur for the year 2014-2015
Estimated Cost	Rs. 13.132 Lakhs
Earnest Money Deposit	Rs. 26,266/-
Security Deposit	5% of tendered value
Performance Guarantee	5% of tendered value
Cost of Tender Document	Rs. 525/- (including VAT)
Time Allowed	12 [Twelve] Months
Last date for receipt of tenders	Upto 15:00 Hrs on 21-07-2014
Time of opening of Tenders	15:30 Hrs on 21-07-2014

(#) Similar work means tenderer's who have successfully executed the Annual maintenance of lawn & Garden.

The security deposit at 5% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum along with the sum already deposited as earnest money, will amount to security deposit of 5% of the tendered value of the work. In addition the contractor shall be required to deposit 5% of the tendered value of the contract as performance security in the prescribed form (as specified in the Annexure) within a period of fifteen days of issue of letter of Intent.

Tender documents can be had on written request, duly recommended by Scientific Officer (Civil) on any working day from **02-07-2014 to 16-07-2014** on payment of cost of tender document in cash in person or by demand draft (drawn in favour of " The Institute of Mathematical Sciences" and this amount is not refundable) from the **Accounts Officer, IMSc, Chennai 600 113**. *This institute is not responsible for any postal delay for receipt of tender documents*

Tenderer must produce original certificates in support of their experience, manpower, tools & equipments etc., at the time of request for Tender document.

Tenders will be received upto 15.00 Hrs on **21-07-2014** (or the next working day if **21-07-2014** happens to be a holiday) by *the Director, Institute of Mathematical Sciences, CIT Campus, Tharamani, Chennai - 600 113* and tenders received within the due date and time will be opened on the same day at 15.10 Hrs in the presence of attending tenderers. Tenders received beyond 15.00 hrs on 21-07-2014 will be treated as late tender and will not be considered as valid tender.

TENDERS NOT ACCOMPANYING THE FOLLOWING ARE LIABLE TO BE SUMMARILY REJECTED

1) Demand Draft of a scheduled bank guaranteed by the reserve bank of India for the Earnest Money Deposit indicated above in favour of "*The Institute of Mathematical Sciences*",

NOTE: CASH, CHEQUES AND BANK GUARANTEE FOR EARNEST MONEY DEPOSIT WILL NOT BE ACCEPTED

2) Proof of registration with Government / Semi Government organizations like CPWD, MES, BSNL, Railways, State PWDs etc in appropriate class OR having experience in execution of similar nature of works during the last five years along with solvency certificate and the list of machines and manpower they possess. List of projects under execution or awarded shall be submitted.

3) Performance report of works referred in Point (2).

4) PAN Certificate in the latest approved form - Details of sales tax/VAT registration including details of commercial tax office with whom they are remitting this tax.

5) Details regarding structure and organization of the firm shall be submitted.

6) Details regarding manpower possessed shall be furnished. The details of trained and certified workmen proposed to be employed at the work site of the project should also be furnished.

7) The tenderer shall be required to place the Earnest Money and the tender in separate sealed envelopes marked '**Earnest Money**' and '**Tender**' respectively and both these envelopes shall then be placed in another sealed envelope and submitted. The envelope containing the EMD shall be opened first. If the EMD is found to be in order then only the envelope containing the tender will be opened.

8) In case of successful tenderer, the tenderer is required to deposit an amount equal to 5% of the tendered value of the contract as irrevocable performance guarantee in the form of Bank Guarantee from *State Bank of India or any one of the nationalized Banks* or '*Demand draft from any scheduled bank drawn in*

favour of "The Institute of Mathematical Sciences" within a period of 15 days of issue of letter of intent. The letter of award of work will be issued only after the above said performance guarantee in any one of the prescribed form is received and accepted failing which the Institute shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money absolutely.

9) In addition to the above, the successful tenderer is required to remit security deposit amounting to 5% of the tendered value which shall be deducted at 5% of the gross amount of the bill from each running bill, till such amount along with the sum already deposited as earnest money, shall amount to security deposit as specified above.

10) Tenderer must ensure to quote rate of each item. The column meant for quoting rate in figures. If any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO)

11) Copies of original documents detailing the constitution or legal status, places of regulation and principle place of business, written power of attorney of regulation of the bond to commit the bidder.

12) The name of the tenderer shall be filled on the relevant pages of the tender form and all the pages shall be invariably signed and seal affixed including drawing attached (if any)

13) This tender document should be returned with all the papers intact without detaching any part of it.

14) Tenderer to note that tenders with any condition including that of conditional rebate shall be rejected forthwith.

The Director, IMSc does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all of the tenders or to allot parts of the works to different agencies without assigning any reasons therefor. All tenders, in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected.

Administrative Officer
The Institute of Mathematical Sciences.