

विनयलता एस.
VINAYALATHA S.
कुलसचिव
REGISTRAR



गणितीय विज्ञान संस्थान
THE INSTITUTE OF MATHEMATICAL SCIENCES
(परमाणु ऊर्जा विभाग, भारत सरकार का एक स्वायत्त संस्थान)
(An Autonomous Institution under Dept. of Atomic Energy, Govt of India)
CIT CAMPUS, TARAMANI, CHENNAI - 600113



फोन/Phone: 044-22543150 & 044-22541416 (Direct), 044-22543100/166(Board)

फैक्स/Fax : 044-22541586 (general)

वेबसाइट/Website : www.imsc.res.in

ईमेल/Email: registrar@imsc.res.in

Ref : IMSc / Civil / QUT /01-2025-26


09.06.2025

To

Sub: Annual Maintenance of Cleaning of under ground sump, Over head R.C.C. Tank and Plastic tank in Institute Campus & Guest house Campus at Taramani and Off Campus at Thiruvananthapuram & Pallavaram, Chennai – 2025 - 2026. – Inviting sealed quotations – Reg.

Sir/Madam,

Sealed Quotations are invited by the Registrar, IMSc, Taramani on behalf of the Director, IMSc for **“Annual Maintenance of Cleaning of under ground sump, Over head R.C.C. Tank and Plastic tank in Institute Campus & Guest house Campus at Taramani and Off Campus at Thiruvananthapuram & Pallavaram, Chennai – 2025 - 2026”** You are requested to fill up the same and sent to us so as to reach on or before **19.06.2025** at 15.00 hrs at Main building, IMSc, in a sealed cover super scribing the quotation no. The Institute reserves the right to reject any or all the quotations or to allot parts of the work to different agencies without assigning any reason.


Registrar, 10.6.2025

For and on behalf of the Director, IMSc

Tenderers are advised to take note of the following points into consideration while quoting

1. E - mail/ fax quotations will not be accepted.
2. The rates are inclusive of all taxes, labour charges and materials etc. nothing will be paid extra.
3. The period is to be **01 (One) Year**.
4. The payment shall be made after completion of the work and as per the actual measurement at site.
5. Late quotations will not be considered.
6. The tenderer shall be submitted the **EMD along with the tender**.

Enclosed : Blank Schedule with guidance to the Tenderers

THE INSTITUTE OF MATHEMATICAL SCIENCES							
C.I.T CAMPUS , TARAMANI							
Name of Work : Annual Maintenance of Cleaning of under ground sump, Over Head R.C.C. Tank and Sintex tank in Institute Campus, Guest house Campus, and Off Campus at Thiruvannmiyur & Pallavaram, Chennai – 2025 – 2026.							
Note: The rates quoted by the tenderer in the schedule shall be inclusive of Goods and Service Tax (GST) of 18% or any other Tax applicable. GST or any other tax applicable in respect of this contract shall be payable by the Contractor and Government will not entertain any claim whatsoever in respect of the same.							
Schedule of Quantities							
Sl. No.	Description of item	Qty	Per	Rate		Amount	
				Rs.	P.	Rs.	P.
1	Cleaning of Over Head R.C.C. Tank (independent staging) including disposal of slit and rubbish, all as per direction of Engineer-in-Charge. The cleaning shall consist following operations:- (i) Tank shall be emptied of water by pumping & bottom shall be cleaned of silt and other deposits. (ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water. (iii) Chlorination of RCC internal surface by liquid chlorine. (iv) The treated surface shall be dried using air jetting and all loose particles shall be removal from the surface. (v) Finally the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-Charge.	208,000.00	Liter				
2	Cleaning of under ground sump, (independent staging) including disposal of slit and rubbish, all as per direction of Engineer-in-Charge. The cleaning shall consist following operations:- (i) Tank shall be emptied of water by pumping & bottom shall be cleaned of silt and other deposits. (ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water. (iii) Chlorination of RCC internal surface by liquid chlorine. (iv) The treated surface shall be dried using air jetting and all loose particles shall be removal from the surface. (v) Finally the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-Charge.	1,040,000.00	Liter				

3	Cleaning of water storage tank (inside surface area) upto 5000 litre (Plastic tank) at terrace capacity at all heights with coconut brushes, duster etc., removal of silt, rubbish from the tank and cleaning the tank with fresh water disinfecting with bleaching powder @ 0.5gm per litre capacity of tank including marking the date of cleaning on the side of tank body with the help of stencil and paint and disposing of malba all complete as per direction of Engineer-in-Charge. (The old date already written on tank should be removed with paint remover or black paint and if date is not written with the stencil or old date is not removed deduction will be made @ Rs. 0.10 per litre) (if during cleaning any GI fittings or ball cock is damaged that is to be repaired by contractor at his own cost and nothing extra will be paid on this account)	112,000.00	Liter		
Total Amount in Rs.					
Rupees in words:					
Signature of the Tenderer :					
Address with seal:					
1. The Earnest Money Deposit (EMD) amount is 2% of the quoted amount. 2. EMD in the form of Deposit at call receipt or Demand Draft or Bankers cheque drawn in favour of The Institute of Mathematical Sciences payable at Chennai. 3. Security Deposit 2.5 % of tendered value					
EMD Details					
D.D no:					
Date:					
Amount:					
Bank:					
Branch:					

THE INSTITUTE OF MATHEMATICAL SCIENCES, CHENNAI

Name of tender: Annual Maintenance of Cleaning of under ground sump, Over Head R.C.C. Tank and Plastic tank in Institute Campus & Guest house Campus at Taramani and Off Campus at Thiruvanmiyur & Pallavaram, Chennai - 2025-2026.

GENERAL INFORMATION FOR THE GUIDANCE TO TENDERERS

1. The cleaning process is to be done in following methods:

(i) Mechanical Dewatering:

Tank shall be emptied of water by pumping & bottom shall be cleaned of silt and other deposits.

(ii) Sludge removal:

Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water.

(iii) High pressure Jet

The treated surface shall be dried using air jetting (High pressure pump) and all loose particles shall be removed from the surface.

(iv) Anti Bacterial Spray:

Chlorination of RCC internal surface by liquid chlorine.

(v) Vacuum Cleaning & UV radiation:

Finally the surface shall be cleaned by vacuum machine and treated with ultraviolet light

2. The designated tanks shall be cleaned immediately as per the terms and conditions specified in the tender document

3. The rate shall include all applicable taxes, royalties, loading and unloading charges etc..

4. The rate shall be valid for a period of 12 months.

5. The tenderer shall be submitted the **EMD along with the tender.**

TENDER TERMS & CONDITIONS

1. Periodic cleaning of UG Sump, OH Tank, and Sintex Tank shall be conducted every six months. In case of an emergency, the schedule may be adjusted, and the Institute will be informed accordingly
2. The contractor shall maintain a cleaning job card for each tank and submit a detailed report to the Institute officials upon completion of the cleaning work
3. The contractor shall obtain necessary entry pass/seal in the delivery challan from the Entry gate security at IMSc Campus located in Taramani, Thiruvannmiyur and Pallavaram campuses.
4. Adequate safety measures should be taken care while driving the vehicle inside IMSc campus.
5. The tender shall be awarded to the lowest bidder.
6. The scope of work includes cleaning of underground sumps, overhead tanks, and plastic tanks located at various sites within the IMSc campus and its off-campus locations at Thiruvannmiyur and Pallavaram.
7. "If the successful tenderer (lowest bidder) fails to perform the cleaning services as required by the Institute, they will be liable for blacklisting, debarring them from participating in future tenders with the Institute
8. The Institute reserves right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tenders.
9. Proof of similar works, specifically cleaning of tanks and sumps, executed for Central Government/Central Autonomous Bodies/Central Public Sector Undertakings or reputed organizations, should be enclosed along with the tender
10. The Director, IMSc will reserve the right to forfeit the security deposit during the validity of contract if there is any breach of service/contract from the Service provider viz., non-cleaning in time, improper cleaning.
11. Institute will reserve the right to terminate the contract/service by giving a notice of one month to the Service provider, in case the service is found unsatisfactory or any other reason. in case service provider/contractor wants to terminate the contract he will have to serve notice period of three months failure to do so will entail forfeiture of security deposit and blacklisting the contractor from participation in future tenders of IMSc of any categories of tenders.
12. The Contract/service will be valid for a period of 12 months subject to review.
13. Tenure of the contract / service may be extended upon the mutually agreed terms and conditions between the service provider and IMSc, if necessary.

14. The rates quoted shall be inclusive of waiting, unloading, and transportation time, considering the tank's location on the 2nd and 3rd floors of various buildings

15. The contractor is required to follow Institute security procedures for the vehicle's Entry & Exit at the premises.

16. An authorized representative of the Institute reserves the right to inspect and verify the cleaning process at any time to ensure adherence to the required standards

17. If the contractor is found to be providing unhygienic cleaning services during the contract period, the Institute reserves the right to terminate the contract without prior notice. In such an event, IMSc also retains the authority to forfeit the security deposit without further notice to the contractor.

18. The Institute official will coordinate with the contractor to schedule the cleaning date and maintain records. The contractor shall maintain a cleaning register, updating details periodically and obtaining signatures from the Institute official as confirmation.

19. The timing for cleaning in different buildings will be mutually agreed upon between the Institute and the contractor

20. The Contractor shall submit the bill in the prescribed format at the end of every cleaning, accompanied by a detailed cleaning report chart

21. Successful bidder has to deposit 2.5% of tender value and after adjusting EMD amount earlier paid, and the balance of 0.5% has to be deposited and this amount is interest free and shall be refunded on completion of contract.

22. It is the responsibility of the Contractor to adhere to all laws, rules and regulations imposed by State Govt., or any such law making body, Institute shall not be responsible in case any relevant law is breached.

23. The Institute shall not be held responsible for any damage to vehicles or injury to personnel (including the contractor's staff) or third-party damages that may occur during tank cleaning operations.

UNDERTAKING

I have read the terms and conditions of the tender mentioned in this document and agree to abide by all the terms and conditions.

Date:

Signature of the Contractor

Communication Address

Contact Number:

Email ID: