

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 the Registrar, The Institute of Mathematical Sciences, CIT Campus, Taramani, Chennai - 600 113, Tamilnadu from the Self Help Group Contractors those who have experienced in horticulture works and who have executed **similar work (#)** in Central Government / State Government / Public Sector Undertaking of Central or State Governments / Central Autonomous bodies / Government Institutions or reputed organizations with proven technical and financial capabilities. Three **similar works (#)** each costing not less than the amount equal to 40% of the estimated cost put to tender, [or] Two **similar works (#)** each, costing not less than the amount equal to 60% of the estimated cost put to tender [or] One **similar (#)** work of aggregate cost not less than the amount equal to 80% of the estimated cost during past seven years ending last day of the month previous to the one in which applications are invited. The works completed upto previous day of last date of submission of tenders shall also be considered.

Note: The value of executed works shall be brought to current cost level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to last date of submission of tender.

NIT No: IMSc/Civil/14/2015

Name of work	Annual Maintenance of Gardens and lawns at IMSC campus, Tharamani & Residential campus at Thiruvannamiyur for the year 2015-2016
Estimated Cost	Rs.17,38,318/-
Earnest Money Deposit	Rs.34,766/-
Time Allowed	12 (Twelve) Months
Security Deposit	2.5% of tendered value
Performance Guarantee	5% of tendered value
Cost of Tender Document (This amount is not refundable)	Rs. 525 (including VAT)
Last date and time for receipt of tenders	Up to 3.30 PM on 08-10-2015
Date and time of opening of Tenders	3.35 PM on 08-10-2015

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

Tender documents can be had on written request, duly recommended by Scientific Officer (Civil) on any working day from **23-09-2015 to 05-10-2015** on payment of cost of tender document in cash in person or by demand draft (drawn in favour of " The Institute of Mathematical Sciences") from the **Accounts Officer, IMSc, Chennai 600 113.**

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

Tenders will be received upto 3.30 PM on **08-10-2015** (or the next working day if **08-10-2015** happens to be a holiday) by *the Registrar, Institute of Mathematical Sciences, CIT Campus, Tharamani, Chennai - 600 113* and Part-1 (Technical bid) will be opened on the same day at 3.35 PM in the presence of attending tenderers.

TENDERS NOT ACCOMPANYING THE FOLLOWING ARE LIABLE TO BE SUMMARILY REJECTED

- 1) Fixed Deposit Receipt or 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) EMD of successful tenderer will be returned immediately after submission of Performance guarantee.
- 3) In the case of contractors in the approved list of public works Department, Central Public Works Department or Military Engineering Services shall be required to submit the copy of evidence showing the appropriate and eligible class to which they belong. Contractors are required to submit the detailed list of works carried out by them during the last seven years
- A) Should have an average annual financial turnover on construction works of at least 100% of estimated cost during the immediate last 3 consecutive financial years certificate from Chartered Accountant to be enclosed.

The bidding capacity of the contractor should be equal to or more than the estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula:

$$\text{Bidding Capacity} = [A \times N \times 2] - B$$

Where,

A = Maximum turnover in construction works executed in any one year during the last five years taking into account the completed as well as works in progress. The value of completed works shall be brought to current costing level by enhancing at a simple rate of 7% per annum.

N = Number of years prescribed for completion of work for which bids has been invited.

B = Value of existing commitments and ongoing works to be completed during the period of completion of work for which bids have been invited.

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

C) Certificates (Copy of original certificates to be enclosed)

i) Performance Certificates

ii) WCT registration certificate

iii) TIN Registration

iv) PAN (Permanent Account Number) Registration

I/We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Institute, then I/we shall be debarred for bidding in IMSc in future forever. Also, if such a violation comes to the notice of Institute before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

- 4) 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.
- 5) 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. Earnest money deposited along with bid shall be returned after receiving Performance Guarantee.

- 6) In addition to the above, the successful tenderer is required to remit security deposit amounting to 2.5% of the tendered value which shall be deducted at 5% of the gross amount of the bill from each running bill, till total security deposit is recovered.
- 7) 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). **It will be assumed that the Contractor will execute the work at zero cost as he has added the cost in other items.**
- 8) The Department reserves the right to accept / reject any prospective application without assigning any reason thereof.
- 9) IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in IMSc.
- 10) Bidders shall not be under a declaration of ineligibility for tender quoting and fraudulent practice.
- 11) Documentary evidence of adequate financial standing.
- 12) Information regarding projects in hand, current litigation, orders regarding exclusion, expulsion or block entry if any to be furnished.
- 13) The capacity of the contractor to take up a new project under consideration in addition to his present commitments must be clearly brought out. He should also furnish the details referring as to have both physically and financially capable of executing this contract in the stipulated time as per milestones projected in addition to executing the other commitments.
- 14) 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.
- 15) 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)
- 16) This tender document should be returned with all the papers intact without detaching any part of it.
- 17) Tenderer to note that tenders with any condition including that of conditional rebate shall be rejected forthwith.
- 18) A certificate to the effect that the firm had not been black listed by any Government Institute, Public sector undertaking or Autonomous Institutions, off so furnish the details.

The **Registrar** on behalf of 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.

A handwritten signature in black ink, appearing to be 'S. S. S.', with the date '21/9/2011' written below it.

REGISTRAR

For and on behalf of the Director,
The Institute of Mathematical
Sciences.

