

NOTICE INVITING TENDERS

Chennai Mathematical Institute (CMI) a reputed educational institution located at SIPCOT IT Park, Siruseri, invites Sealed Tenders under Two Bid System (Technical and Financial bids separately) from contractors for providing the following services on contract basis :-

- 1) Canteen and Catering Services
- 2) House Keeping & Maintenance Service (including Garden & Others)
- 3) Security services (Round the clock in 12 hrs shift)
- 4) Transport Services

Contractors having required experience, valid registrations and licenses from respective authorities for providing such services are requested to submit the tenders, specifying their bids for the above contracts.

CMI reserves the right not to proceed further, to change the process or procedure to be applied. It also reserves the right to decline to discuss further with any party expressing interest. No reimbursement of cost of any type shall be paid to persons, entities or consortiums expressing interest.

CMI, may hold discussions, if required, with interested bidders to provide any clarification / information requested. Agencies shall participate at their own cost.

CMI may seek additional information from interested applicants who respond to this tender. However, CMI reserves the right to modify the process or to not act upon the tender or to ask for fresh tenders at a later date, without assigning any reason whatsoever.

Contracts will be awarded after scrutiny of tenders that will be done on a competitive basis generally keeping in mind quality and costs amongst other factors. Notwithstanding anything contained in this notice, CMI reserves the right to accept or reject any or all tenders in full or in part without assigning any reason. It can also annul the process and reject all or any of the tenders at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reason. CMI does not pledge itself to accept the lowest or any other tender and reserves to itself the right to accept in full or part of the tender at the rate quoted. The decision of CMI in this respect shall be final. No claims for compensation or otherwise whatsoever will be entertained by CMI from any tenderer. Each contract will be for a period of two years beginning 1st November 2016.

This notice is only an invitation to bid for certain contracts of CMI as described above. Identified parties will be required to enter into formal agreements / binding contracts that will be executed with CMI after their selection.

Manpower requirement for Canteen & Catering Services will be as follows:-

1. Supervisor -----	01
2. Head Cook -----	01
3. Cook -----	02
4. Asst. Cook -----	06
5. Steward -----	06
6. Dishwasher -----	04

House Keeping & Maintenance Service (Including Garden and Others)

1. Supervisor -----	03
2. Service Point -----	19
3. Gardener -----	04
4. Systems Engineer ---	01
5. Electrician -----	01
6. Plumber -----	01
7. Office Assistant -----	01

Security Services (Round the clock in 12 hrs shift)

1. Security Supervisor -----	03
2. Security Guard (Male) -----	15
3. Lady Guard -----	06

Transport Services

1. 3 Tempo Travellers to run on actual working days for 12 hrs a day/4000 kms a month
2. One Tempo Traveller to run through the month (30/31 days) for 13 hrs a day/5000 kms a month.

The tenders and its enclosures to be submitted at the following address before Friday, 14th October 2016.

The Director
Chennai Mathematical Institute
H1, SIPCOT IT Park
Siruseri, Kelambakkam-603 103.

Director