

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 Services**
- 3) **Security Services (Round the clock in 12 hrs shift)**
- 4) **Transport Services**
- 5) **Maintenance of Garden**

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 three years beginning 1st November 2021. CMI has the right to terminate the contract, giving two month's notice, if any of the services sought is not satisfactory.

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.

Canteen & Catering Services

CMI will provide space and infrastructure. The contractor shall supply food to students and staff at a mutually agreed rate for breakfast, lunch and dinner.

CMI will cover the cost of following manpower:

1. Supervisor -----	01
2. Head Cook -----	01
3. Cook -----	02
4. Asst. Cook -----	07
5. Steward -----	07
6. Dishwasher -----	06 (under shift basis)
Total	24

Additional manpower, if required, may be proposed during the contract period which would be considered by CMI according to the need.

House Keeping & Maintenance Services

1. Supervisor -----	03
2. Service Point -----	20 (8 ladies + 12 Gents)
Total	23

Additional manpower, if required, may be proposed during the contract period which would be considered by CMI according to the need.

Security Services (Round the clock in 12 hrs shift)

1. Security Supervisor -----	05 (2LSS)
2. Male Security Guard -----	15
3. Lady Security Guard -----	05
Total	25

Additional manpower, if required, may be proposed during the contract period which would be considered by CMI according to the need.

Transport Services

1. 5 Tempo Travellers to run on actual working days for 12 hrs/160 kms a day for 8 months (January-April & August-November). Rest of the months, vehicles will be used as per the daily requirements. During these months i.e. May-July & December, salary of all the drivers will be paid by CMI.
2. A car, preferably a Sedan vehicle, to be used for emergency as ambulance from 5.00 pm to 6.00 am (next day) should be made available at the institute whole through the month. The cost of this vehicle service for 50 kms/13 hrs. a day/night will be paid by CMI.

Maintenance of Garden

1. Supervisor -----	01
2. Gardeners -----	03
Total	04

Additional manpower, if required, may be proposed during the contract period which would be considered by CMI according to the need.

The tenders and its enclosures to be submitted at the following address before Monday, 11th October 2021.

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

Director