



भारतीय समुद्री विश्वविद्यालय

INDIAN MARITIME UNIVERSITY

(पत्तन, पोत परिवहन और जलमार्ग मंत्रालय के अधीन एक केंद्रीय विश्वविद्यालय)
(A Central University under the Ministry of Ports, Shipping and Waterways, Govt. of India)
कोच्चि परिसर/ KOCHI CAMPUS

IMU/KOC/Es/LDY/13/2024

15.05.2025

Notice Inviting Quotation for providing Laundry Services at Indian Maritime University, Kochi Campus

The Indian Maritime University, Kochi Campus is inviting quotations from service providers for providing 'Laundry Services for the students'. The list of types of clothes to be washed and ironed are given below:

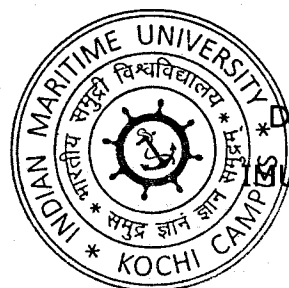
S No	Types of Clothes	Approximate Quantity per Year
1	Uniform Shirt (White)	5000
2	Uniform Pant (White)	5000
3	Boiler Suit	650
4	Bed Sheet – Single	700
5	Bed Sheet – Double	100
6	Bed Cover	250
7	Pillow Cover	450
8	Curtain – Big	100
9	Curtain - Small (or half curtain)	100

Terms and Conditions:

1. Sealed quotations should reach IMU Kochi campus, South End Reclamation Area, NH-966B, Near Alexander Parambithara Bridge, Matsyapuri PO, Willingdon Island, Kochi- 682029, on or before 06.00 PM on 05.06.2025.
2. The rates quoted should be without GST. There should not be any additional or hidden charges, GST will be paid extra at applicable rates.
3. Clothes have to be collected or returned twice a week on days as informed by IMU Kochi Campus, early morning before 8:30 AM.
4. Payment will be made on monthly basis, on submission of relevant invoice along with delivery receipts. No separate transportation charges will be paid.
5. Clothes are to be returned in its initial state, i.e, without any wear or tear. If any clothes are found missing or damaged, appropriate penalty will be deducted from the subsequent payment to the contractor as deemed fit by IMU authorities.

Page 1 of 3

6. 5% of the contract value should be remitted as Security Deposit by the successful bidder within 7 days of receipt of work order. The deposit shall be kept during the course of execution period of the contract and shall be retained-by IMU Kochi Campus up to one month after completion of the contract. The Security Deposit will not bear any interest.
7. L1 bidder will be arrived based on the least of aggregate total amount of C column as per **Annexure A**.
8. The rate quoted should be inclusive of all materials, equipment, labour, delivery & transportation charges.
9. Copy of PAN card and copy of work order or invoice for carrying out similar work should be attached along with the sealed quotation.
10. The submission of quotation shall be taken as the explicit acceptance of all terms and conditions stipulated herein.
11. Quotations should have a validity of 120 days from the date of opening of the quotation.
12. IMU Kochi Campus reserves the right to accept in part or full any quotation(s) or reject one or more quotations without assigning any reason or to cancel the process and reject all quotations at any time prior to award of work order without incurring any liability, whatsoever to the affected bidder(s).
13. **Format & Signing of Quotations:** The quotations submitted should be duly signed by the bidder. All pages of the quotation shall be signed & stamped by the person authorised for signing the quotation. The quotation submitted shall be sealed properly.
14. Quotations may be sent either by post or by hand delivery at the above mentioned address or may be dropped at the box provided in the ground floor.
15. No request for change in rates once quoted/ accepted will be entertained for any reason during the currency of the contract. The rates of the contract shall be firm, fixed, final and binding on both the parties.
16. IMU Kochi Campus reserves the right to impose additional terms and conditions or relax any of the conditions as deemed fit by IMU Kochi Campus.
17. The Contract will be awarded initially for ONE year. Based on satisfactory performance the contractor & on mutual agreement, a yearly extension may be given, up to TWO times, at the sole discretion of IMU Kochi Campus with the same terms and conditions as the initial Contract.
18. The contractor shall not subcontract, transfer, or assign the work to any third party.



Deputy Registrar
IMU Kochi Campus

ANNEXURE A

Format for price quotation

Quotation of providing laundry services for students at IMU Kochi Campus.

Name & address of the party:

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Mobile No:.....

EmailID:.. ..

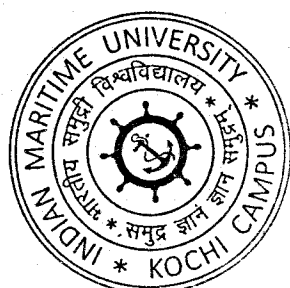
GSTIN:.....

Quotation No: IMU/KOC/Es/LDY/13/2024 dtd 15.05.2025

S No	Particulars of laundry clothes	Proposed Quantity A	Rate per unit Amount in Rs B	Total Value C=A*B
1	Uniform Shirt (White)	5000		
2	Uniform Pant (White)	5000		
3	Boiler Suit	650		
4	Bed Sheet – Single	700		
5	Bed Sheet – Double	100		
6	Bed Cover	250		
7	Pillow Cover	450		
8	Curtain – Big	100		
9	Curtain - Small (or half curtain)	100		
Add: GST				
Total Cost				

Total Value quoted in Rs(total of col C) in words: _____

Date:



Name & Signature of the bidder