



QUOTATION NOTICE

Quotation Number	IAV/M1/2026-27/802/034-QN-1
Date of Issue	21/07/2026
Due date and time for receipt of quotations	28/07/2026; 10:00AM
Date and time for opening of quotations	28/07/2026; 11:30AM
Date up to which the rates are to remain firm for acceptance	31/12/2026
Estimated cost	₹ 50,000 (inclusive of taxes)
Designation and address of officer to whom the quotation is to be addressed	The Director Institute of Advanced Virology Bio 360 Life Sciences Park Thonnakkal, Thiruvananthapuram Kerala – 695 317
Mode of bidding	Single Bid (Techno-Commercial)
Superscription: ACP cleaning works of Phase IB building, Institute of Advanced Virology	

1. Sealed quotations are invited from registered firms having experience in executing ACP cleaning works of Phase IB building, Institute of Advanced Virology in government/public sector/research institutions.
2. The firm should provide the following documents to prove the eligibility along with the quotation:
 - i. Details of registration and GST certificate
 - ii. Annexure I, II, III and IV duly filled, signed and sealed
 - iii. Documents to prove experience
 - iv. All pages of the quotation notice duly signed and sealed
3. The quotations will be opened at the prescribed time in the presence of such of the tenderers or their authorized representatives who may wish to be present at that time.
4. The work shall be completed within 30 days from the date of issue of work order.



5. The rates quoted should be for providing the mentioned services at **INSTITUTE OF ADVANCED VIROLOGY, Thonnakkal, Trivandrum, Kerala-695 317.**
6. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted above.
7. Any quotation received after the due date and time fixed is liable to be rejected. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.
8. Further details of the requirements and the conditions governing the tender can be obtained free on request from the office till **25/07/2026; 4:00PM.**
9. The acceptance of the quotations will be subject to the following conditions:
 - (i) Acceptance of the quotation constitutes a concluded contract.
 - (ii) Withdrawal from the quotation after it is accepted or execute the works within a specified time or according to specifications will entail cancellation of the order and obtaining the services at the offeror's expenses from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the Institute reserves also the right to remove the defaulter's name from the list of service providers permanently or for a specified number of years.
 - (iii) No representation for enhancement of price once accepted will be considered during the currency of the contract.
 - (iv) Any attempt on the part of tenderers or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderers.
 - (v) If any license or permit is required of execution of the proposed services, the tenderers must specify the same in their quotation and also state the authority to whom application is to be made.
 - (vi) Any sum of money due and payable to the contractor (including Security Deposit returnable to him) under this contract may be appropriated by the authorities of the Institute or any other person authorized by the Institute and set-off against any claim of the authorities of the Institute for the payment of a sum of money arising out of or under any other contract made by the contractor with the Institute or any other person authorized by the Institute.
 - (vii) The prices quoted should be inclusive of all taxes, duties etc., which are or may become payable by the contractor under existing or future laws or rules of the country during the course of execution of the contract.
 - (viii) The payments for the services will be made after the satisfactory completion of the work and against actual measurements. Bank charges incurred in connection with

payment against documents through bank will be to the account of the contractor. The firms shall produce stamped pre-receipted invoices to the Institute after completion for the services.

- (ix) Any sum of money due and payable to the successful tenderer or contractor from Institute shall be adjusted against any sum of money due to the Institute from him under any other contracts.
- (x) Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the Institute.
- (xi) **SCOPE OF WORK:**
 - a. To clean, wash, and restore the external (or internal) ACP cladding, removing atmospheric dust, carbon deposits, bird droppings, grease, oxidation, and general grime without causing scratches, discoloration, or physical damage, including
 - a) Pre-cleaning inspection of panels and joint sealants.
 - b) Provision of compliant access systems (cradles, scaffolding, boom lifts, or rope access).
 - c) Application of approved cleaning agents and rinsing.
 - d) Drying and post-cleaning inspection.
 - b. The cleaning solution used shall be pH-neutral, non-abrasive liquid dish soaps or specialized architectural metal cleaners (diluted with water as per manufacturer guidelines, usually 1% to 5% concentration).
 - c. It is mandatory for all prospective vendors to visit the site before submitting their financial proposal. The vendor must independently assess the physical condition of the ACP cladding, the total surface area, the severity of staining/atmospheric grime, ground conditions for deploying scaffolding or lifts, and overhead obstacles (like power lines).
 - d. The vendor must check the availability and location of the site's water supply and electrical outlets. Any additional arrangements required (e.g., water tankers, booster pumps, or portable generators) must be factored into their proposal.

Director
IAV, Thiruvananthapuram

Place: Thiruvananthapuram

Date: 21/07/2026

ANNEXURE I



FINANCIAL BID

Name of Firm : _____

Quotation No: IAV/M1/2026-27/802/034-QN-1

Name of the work: ACP cleaning works of Phase IB building, Institute of Advanced Virology

Item	Description	Unit	Qty	Unit rate	Tax in %	Total rate inclusive of taxes
1	ACP cleaning works of Phase IB building, Institute of Advanced Virology SCOPE OF WORK: a. To clean, wash, and restore the external (or internal) ACP cladding, removing atmospheric dust, carbon deposits, bird droppings, grease, oxidation, and general grime without causing scratches, discoloration, or physical damage, including a) Pre-cleaning inspection of panels and joint sealants. b) Provision of compliant access systems (cradles, scaffolding, boom lifts, or rope access). c) Application of approved cleaning agents and rinsing. d) Drying and post-cleaning inspection. b. The cleaning solution used shall be pH-neutral, non-abrasive liquid dish soaps or specialized architectural metal cleaners (diluted with water as per manufacturer guidelines, usually 1% to 5% concentration).	LS	1		____%	



INSTITUTE OF ADVANCED VIROLOGY (IAV)

Autonomous Institution under Science and Technology Department, Government of Kerala

Item	Description	Unit	Qty	Unit rate	Tax in %	Total rate inclusive of taxes
	c. It is mandatory for all prospective vendors to visit the site before submitting their financial proposal. The vendor must independently assess the physical condition of the ACP cladding, the total surface area, the severity of staining/atmospheric grime, ground conditions for deploying scaffolding or lifts, and overhead obstacles (like power lines). d. The vendor must check the availability and location of the site's water supply and electrical outlets. Any additional arrangements required (e.g., water tankers, booster pumps, or portable generators) must be factored into their proposal.					
TOTAL RATE INCLUSIVE OF TAXES						
TOTAL RATE INCLUSIVE OF TAXES (in words):						

Place: _____

Dated: _____

(Authorized Name & Signatory of Agency/firm with stamp)

ANNEXURE II

To:



The Director
Institute of Advanced Virology
(Tender Inviting Authority)

UNDERTAKING BY THE TENDERER

I/We have carefully gone through the various terms and conditions mentioned in the quotation notice **IAV/M1/2026-27/802/034-QN-1** for the **“ACP cleaning works of Phase IB building, Institute of Advanced Virology”**, including annexures.

I/We hereby sign this undertaking as token of our acceptance of all the conditions mentioned in tender document.

Place: _____

Dated: _____

(Authorized Name & Signatory of Agency/firm with stamp)

ANNEXURE III
BIDDER INFORMATION FORM



INSTITUTE OF ADVANCED VIROLOGY (IAV)
Autonomous Institution under Science and Technology Department, Government of Kerala

Name of the Bidding Company/Firm	
Type of Organization (Proprietorship / Partnership / Private Ltd / Public Ltd)	
Registered Office Address	
Name of Authorized Signatory & Designation	
Contact Number(s) (Mobile & Landline)	Mobile: _____ Landline: _____
Official Email Address	
Company Registration / Incorporation No.	
Permanent Account Number (PAN)	
GST Registration Number	
Bank Account Details	Account No: _____ Name of the Bank: _____ IFSC Code: _____

I/We hereby declare that the information furnished above is true, complete, and correct to the best of my/our knowledge. In the event that any information provided here is found to be false or misleading, the contract may be terminated immediately without any compensation or liability to the building owner.

Place: _____

Dated: _____

(Authorized Name & Signatory of Agency/firm with stamp)

ANNEXURE IV
CHECKLIST



INSTITUTE OF ADVANCED VIROLOGY (IAV)
Autonomous Institution under Science and Technology Department, Government of Kerala

Serial No.	Description	Submitted (Yes/No)
1	Whether submitted GST registration certificate	Yes/No
2	Whether submitted the proof of experience as per the quotation notice	Yes/No
4	Whether submitted Financial Bid - Annexure I	Yes/No
5	Whether submitted undertaking – Annexure II	
6	Whether submitted Bidder Information Form – Annexure III	Yes/No
7	Whether submitted the signed check list - Annexure IV	Yes/No
8	Whether submitted the copy of the quotation notice signed and sealed on all pages.	Yes/No

Place: _____

Dated: _____

(Authorized Name & Signatory of Agency/firm with stamp)