

कोचिन पत्तन प्राधिकरण
COCHIN PORT AUTHORITY



चिकित्सा विभाग/ **Medical Department,**
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Dated: 06.03.2026

No: D5/Tender/Washing & Ironing Linen/2026/H

REQUEST FOR QUOTATION

To

Dear Sir,

Sealed Tenders in the enclosed Proforma are invited for the following six (6Nos.) categories mentioned below for the washing and ironing of linens of Cochin Port Authority Hospital for one year from 01.04.2026.

1.	Bed sheet, Dhoti, Operation Gown, Abdominal sheet.
2.	Blue Pajama(Patients), Blue and white shirt, Turkish Towel
3.	Window Curtain, Screen cloth, Green towel, White Towel
4.	Mull towel, Mop towel, small Turkish Towel, Pillow cover
5.	Green shirt, White Pajama, white frock, Blue frock (Theatre dress)
6.	Blanket, Partition curtain (ICU + New Block) Mosquito Net, door curtain

Quotation superscribing the Quotation Notice No. and date addressed to the Chief Medical Officer, Cochin Port Authority, Cochin-682 003 as per the Proforma enclosed should reach the Reception, (in the box for Medical Department) Administrative Building, Cochin Port Authority, W/Island, North End, Cochin-682 009 and on or before 10.00 AM on 13.03.2026.

The bidders should clearly mention the rate for washing and ironing of 100 pieces of linens in each category as per the existing practice, at their own premises, using fabric liquid blue, and as per enclosed terms & conditions.

The quotations will be opened at **11.00** Hrs on 13.03.2026

Terms and conditions for the washing & Ironing linen.

1. Each quotations should be accompanied by Earnest Money of Rs. 500/- in cash which will be refunded to the unsuccessful tenders by cheque (State Bank of India, Cochin Port Authority Branch). The Earnest Money should be deposited with the F.A.& C.A.O., Cochin Port Authority and the receipt should accompany along with the tender.
2. The unwashed linens should be taken by the launderer from the premises of the above hospital and should be returned intact after washing and ironing as and when required, to the place from where they were taken.
3. The acceptance of tender will rest with Chairperson, Cochin Port Authority who does not bind herself to accept the lowest tender and reserve herself the right to reject any or all the tenders received without assigning any reasons/
4. The Chairperson, will be at liberty to terminate without assigning any reason thereof the contract without notice and the contractor will not be entitled to any compensation whatsoever in respect of such termination.
5. On receipt of intimation from the accepting authority of the acceptance of the tender, an amount equal to 10% of the bill amount from every bill will be deducted and kept along with the earnest money remitted will be held as Security Deposit for the due fulfillment of the contract which will be refunded at the end of the contract period.
6. The successful contractor will be required to execute an agreement in stamp paper of appropriate value, at his own expenses in the prescribed form within 7 (seven) days of the acceptance of the tender.
7. No advance payment will be made to the contractor on any account.
8. Payment will be made on pre-receipted monthly bills to be submitted by the Contractor.
9. The loss to the Port Authority, if any, incurred on account of neglect, failure or refusal on the part of the contractor to wash and return the linens according to the terms and conditions of the contract will be recovered from the contractor.

Sd/-

मुख्य चिकित्सा अधिकारी/Chief Medical Officer

PROFORMA

**TENDER FORM FOR QUOTING THE RATE FOR WASHING & IRONING OF LINEN FOR
THE COCHIN PORT AUTHORITY HOSPITAL, COCHIN-3 FOR A PERIOD OF ONE
YEAR FROM THE DATE OF AWARD OF WORK**

Sl. No	Description of Articles (Hospital linen)	Rate for 100 pieces as per the existing practice (at their place)	Rate in words	Previous experience
1.	Bed sheet, Dhoti, Operation Gown, Abdominal sheet.			
2.	Blue Pajama(Patients), Blue and white shirt,			
3	Turkish Towel Window Curtain, Screen cloth, Green			
4.	towel, White Towel Mull towel, Mop towel, small Turkish			
5.	Towel, Pillow cover Green shirt, White Pajama, white frock, Blue frock (Theatre			
6.	dress Blanket, Partition curtain (ICU + New Block) Mosquito net, door curtain			

Signature:

Date:

Name and address:

Phone No :