

No.Was/Prop/872/4/2017
EMBASSY OF INDIA
Washington DC

4 October, 2017

TENDER NOTICE : 40

ON BEHALF OF THE PRESIDENT OF REPUBLIC OF INDIA, SEALED BIDS ARE INVITED FROM REPUTED AND EXPERIENCED COMPANIES FOR RENOVATION OF BASEMENT AREA OF CHANCERY-I BUILDING OF EMBASSY OF INDIA LOCATED AT 2107 MASSACHUSETTS AVE, NW, WASHINGTON DC.

FOR COMPLETE DETAILS, SCOPE OF WORK, CONDITIONS AND INSTRUCTIONS TO TENDERERS, WEBSITE OF EMBASSY OF INDIA COULD BE VISITED AT www.indianembassy.org.

BIDS MAY BE SUBMITTED IN ORIGINAL AS PER DETAILS ON CPP PORTAL <https://eprocure.gov.in/cppp/>

THE LAST DATE OF SUBMISSION OF BIDS IS **25 OCTOBER, 2017 BY 12:00 NOON.**



(MRIDU PAWAN DAS)
HEAD OF CHANCERY
EMBASSY OF INDIA
WASHINGTON DC
Tel: 202.939.7016

Email: hoc.washington@mea.gov.in

**No. WAS/PROP/872/4/2017
Embassy of India
Washington DC**

Tender S.No.40/2017

Dated : 4 October, 2017

Notice for Inviting Tenders for renovation of basement area of Chancery-I building of Embassy of India located at :

1. 2107 Massachusetts Ave, NW, Washington DC 20008

Embassy of India, Washington DC, invites quotations from reputed firms for power-wash, repairs and painting of Chancery-I Building.

Interested firms may send representative to the Embassy [Contact person - Mr. James Minz, Attache (Property), Phone no.202-939-7062] for inspection of work and check the actual scope of work before submitting quotations. The quotations may be sent in **sealed envelope** clearly mentioning on the envelop **Tender S.No. 40/2017** and "**QUOTATION FOR RENOVATION OF BASEMENT**" addressed to:

**Mr. Mridu Pawan Das
Head of Chancery
Embassy of India
2107, Massachusetts Ave, NW,
Washington DC – 20008**

- Firm should mention the make and model of the items/equipments included in the quotations.
- Firm must provide bill of quantities /man per hour rates
- Firms should provide details of management, owners, nationality, origin, and experience in the field of work, satisfied clients and list of similar works done by them in the last two years.
- Last date and time of receipt of Quotations : 25 October, 2017 by 12:00 NOON
- Opening of Bid : 25 October at 3:00 PM

SCOPE OF WORK

The scope of work is as under:-

● **Repair works**

- Ceiling and side walls of the basement of main building to be repaired and painted
- Repair of seepage in the drivers resting area
- Doors and trims to be repaired and painted.
- Loose and open cables to be concealed
- Door to the basement in Chancery-I Annex to be replaced, walls to be repaired and painted
- Glass of window leading to basement of Annex building to be replaced
- Ceiling and walls in the basement to be repaired and painted
- Any other works in the basement to be undertaken in consultation with Attaché(Property)
- Wooden staircase to be repaired/replaced
- Wall leading to basement to be repaired
- Drywall/false ceiling to be repaired or replaced.

● **Removal of debris/trash**

- Contractor/firm is expected to clean, remove and haul away the debris/ trash from the work site.

CONDITIONS

The Contractor shall note that quantities shall not form part of the agreement and he shall complete all the works as defined in the Scope of Work. The Contractor shall complete all the works as stated above irrespective of the quantities / details since these will not form part of the agreement however the unit rates quoted there for items shall be used for working out the variations as per tender conditions.

- Commencement of the works shall be effected 15 days from the date of issue of acceptance letter of intent or handing over the site, whichever is later.
- The Period of Completion for the whole of the works is 60 days calculated from the Fifteen days from the date of issue of acceptance letter of intent or handing over the Site, whichever is later. Such 15 days period being defined as the mobilization period.
- The Defect notification period shall be Three Hundred Sixty Five (365) days.
- The value of Earnest Money Deposit (EMD) will be US\$ 500.00 (US Dollar Five Hundred only) and must be valid for 60 days with effect from the last date of submission as stated above or any extended period.
- The Employer will not be bound to accept the lowest or any tender nor to give a reason for the rejection of any Tender.
- The Tenderer must submit with his offer a list of Sub Contractors and Specialist names, nationality, origin, he proposes to use on the Works.
- The Embassy, however, will always have the right to accept or reject any pre-approved subcontractor even after formal award of Contract and/or commencement of work with or without cause.
- The successful Tenderer shall be responsible for co-ordinating his work with various Sub-contractors and other bid-pack Contractors employed on the Works co-ordinating his work between various trades, obtaining all the necessary information from subcontractors for the purpose of the overall programming of his works; supplying all the normal attendance to all subcontractors and assuming the overall responsibility for the aforesaid.
- No advance payment is permissible.
- Payment shall be linked to stages of progress of work.
- Letter of guarantee for work for a period of one year is required.
- Eligibility Criteria for Contractors - Contractors should have good experience in relevant field of work and submit recent list of jobs done with specified names of clients.

Special Terms and Conditions

Working Condition

- i) The agency need to deploy the professional workers /technicians trained in the field. The quality and the time limit should not be compromised under the supervision of the company's person in in-charge.
- ii) The access to the premises should be controlled through registration of entrances and exit.
- iii) The workers on duty should be strictly forbidden to the consumption of alcohol and other such substances prohibited by law on duty time.
- iv) The Agency will be exclusively liable for the wages, funds, social security, bonus, gratuity, leave, health insurance etc. in respect of his workers deployed by the company.
- v) If, at any time during the period of contract, it is observed by the Embassy or its authorized representative, that the services rendered by the company are not to the satisfaction of the corporation or any terms of the contract are violated, Embassy reserves the right to terminate the contract without any notice.

Administration of contract

Work will be authorized by means of a works order issued under the authority of Embassy of India, Washington DC.

Payment for work

1. No Advance payment is permissible.
2. Payment shall be released linked to stages of progress of work

Maintaining service

- i) The contractor (service provider) is to maintain during the period of the contract the level and quality of service offered in the contract documents.
- ii) Where necessary, specialized sub-contractors shall be employed by the contractor to ensure competent completion of section of works.
- iii) All replacement material shall be the new and of the best quality and shall be installed in accordance with good trade practice. To the best of his ability the contractor shall supply replacement components to match existing details. Repair work should be performed in a tradesman like manner.

Responsibility of Contractor

- i) At no time during the continuance of the contract shall the principal or its representative, servant or agent act or be deemed to act in any manner whatsoever for or on

behalf of the contractor or so as to relieve or release the contractor in any way from his contract responsibilities.

ii) No inspection or interim approval of the work or any part thereof made or given by Embassy of India, or its representative during the execution of works and prior to the final acceptance of the works at the end of the maintenance period, in accordance with the terms hereof shall relieve or release the contractor in any way, from his responsibility mentioned above.

iii) The contractor's attention is drawn to his statutory obligations pursuant to the Health and Safety law in the country. No cost additional to the contract price shall accrue on account of the contractors obligations under the Act and the contractor shall indemnify the principal against costs arising from any failure of the contractor to meet his obligations. The contractor shall be the 'the person in control of the work' for the purpose of Act.

Compliance

i) The Contractor shall ensure that the conditions of the Health and Safety in Employment Act are strictly complied with. The Contractor will also comply with the requests from the staff of the engineer.

ii) The Contractor shall notify the Embassy of India as soon as practicably in the case of an accident on site resulting in personal harm. Details of the incident shall be forwarded to the concerned authority no later than 48 hours following a personal injury accident.

Public Safety

The Contractor shall protect members of the public and third party from site hazards and use barriers where necessary to separate the public work areas.

Quality of workmanship

All work is to be carried out as per best trade and accepted working practices, using current market of standards.



Basic Details

Organisation Chain	Ministry of External Affairs Min. of Ext. Affairs.-Administrative Division		
Tender Reference Number	WAS/PROP/872/4/2017		
Tender ID	2017_MEA_254205_1		
Tender Type	Open Tender	Form of contract	Works
Tender Category	Works	No. of Covers	1
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

Payment Instruments

Offline	S.No	Instrument Type
	1	As Per Tender Document

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.pdf	Renovation of basement area of Chancery I Building of Embassy of India, Washington DC

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	NA	Fee Payable At	NA
Tender Fee Exemption Allowed	NA		

EMD Fee Details

EMD Amount in ₹	32,400	EMD Exemption Allowed	No
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Embassy of India	EMD Payable At	Washington DC

Work /Item(s)

Title	Renovation Works				
Work Description	Renovation of basement area of Chancery I Building, Embassy of India				
Pre Qualification Details	All interested firm/company to be registered in India				
Tender Value in ₹		Product Category	Repair / Maintenance Works	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	60	Period Of Work(Days)	60
Location	Washington DC	Pincode	200008	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Washington DC

Critical Dates

Publish Date	05-Oct-2017 09:00 AM	Bid Opening Date	25-Oct-2017 03:00 PM
Document Download / Sale Start Date	05-Oct-2017 09:30 AM	Document Download / Sale End Date	25-Oct-2017 12:00 PM
Clarification Start Date	05-Oct-2017 09:30 AM	Clarification End Date	13-Oct-2017 04:00 PM
Bid Submission Start Date	05-Oct-2017 09:30 AM	Bid Submission End Date	25-Oct-2017 12:00 PM

Tender Documents

NIT	S.No	Document Name	Description	Document Size
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Document			(in KB)	
1	Tendernotice_1.pdf	Renovation of basement area of Chancery I Building of Embassy of India, Washington DC	1653.6	
Work Item Documents				
S.No	Document Type	Document Name	Description	Document Size (in KB)
1	Tender Documents	Tender No 40.pdf	Renovation of Basement of Chancery I Building of Embassy of India, Washington DC	1653.6

Tender Inviting Authority

Name	Mridu Pawan Das
Address	Head of Chancery Embassy of India 2107 Massachusetts Ave, NW, Washington DC 20008

Tender Creator Details

Created By	Mridu Pawan Das
Designation	ADMINISTRATOR
Created Date	05-Oct-2017 03:15 AM