

MOS/CHA/872/04/03
Embassy of India
Moscow

Notice Inviting Bids

The Embassy of India, Moscow invites bids from interested contractors for painting, change of wall paper and floorings at its residential flat No.227, Kutuzovsky Prospekt 7/4, Moscow.

2. The work description is as follows:
 - i. Painting of ceilings with oil paint in bed room and corridor with surface preparation.
 - ii. Painting of ceilings and walls of kitchen with oil paint with surface preparation after dismantling kitchen cabinets.
 - iii. Pasting of new wall papers after removal of old wall papers in bed room and corridor.
 - iv. Laying of linoleum in bed room after removal of floor coverings.
 - v. Removal of garbage/debris from the site.
 - vi. The work should be finished within a period of 30 days after the signing of the contract.
 - vii. Guarantee of work should be valid for 3 years from the date of completion of the work. The material used should be of highest quality.

3. Schedule of payment for the work will be as follows:
 - (a) Mobilization advance of 30% of the total value to be paid within 3 days of the signing of the contract. The contractor will be required to furnish bank guarantee for the same amount.
 - (b) Second installment of 20% of the total value on commencement of the work.
 - (c) Third installment of 50% of the total value of the work to be paid on completion of the work to the satisfaction of the Embassy of India.
 - (d) Any delay in the completion of work beyond the agreed duration would lead to deduction in payment @ 1% of total value of contract per day of delay.

4. Interested parties may visit the flat and measure the area or scope of work for formulating their quotation from 17/09/2014 to 29/9/2013. Prior Appointment should be made with Property Wing of the Embassy of India (Tel. No. 495-7837535 /Extn. 333) for this purpose.

5. Contractors are required to submit their bids in two separate sealed envelopes as follows:

(i) The first envelope should be marked “Technical Bid” and should contain the technical description of the work, material used, methodology and duration of the work.

(ii) The second envelope should be marked “Financial Bid” and should contain the total cost of work, along with detailed breakup of costs.

(iii) It may be noted that the quotation should be valid for a period of six months.

6. Both the sealed envelopes should be submitted to the attention of the Head of Chancery, Embassy of India, Moscow latest by 30-09-2014 accompanied with the proof of payment of Rbls.30,000 to the Embassy of India, Moscow vide bank transfer (Bank details can be obtained from the Embassy while visiting the site for inspection). The amount of Rbls. 20,000 will be treated as earnest money and would be returned to all the unsuccessful bidders within 3 working days of the opening of the bid.

7. Representatives of all the bidding parties can be present at the time of the opening of the bids. The technical bids will be opened on 01/10/2014 at 1430 hrs. at the Embassy of India, Moscow, Vorontsovo Pole, 6-8. After the examination of the technical bids by the Tendering Committee of the Embassy, the financial bids of only those parties will be opened whose technical bids are found acceptable by the Tendering Committee. The financial bids will be opened at 1600 hrs. the same day. Work will be offered to the lowest bidding party.

Sd/-
(K.D. Dewal)
First Secretary (HOC)
Embassy of India
Moscow