

No.Duba/Prop/872/02/2020
Consulate General of India
Dubai

NOTICE INVITING TENDER

Subject: Invitation for competitive tender for whitewashing / painting and auditorium renovation work at Chancery premises of Consulate General of India, Dubai.

Consulate General of India, Dubai invites sealed quotations from reputed and experienced companies registered under relevant UAE laws who can provide the service for whitewashing / painting of external walls, repair/painting/polishing of wooden doors / metal shades / iron-grills / floors etc. and renovation of auditorium at Consulate General of India, Dubai. The company should have proper experience and manpower related to the work. Bids/quotations shall be submitted to 'Head of Chancery, Consulate General of India, Al Hamriya, Diplomatic Enclave, P.O. Box No.737, Dubai, U.A.E.' by Post or hand delivered latest by 1600 hrs of 26 August 2020. The schedule for bidding is as follows:

Pre bid meeting date	:	10.08.2020 (1000 hrs)
Bid submission (start date)	:	05.08.2020 (0830 hrs)
Bid submission (end date)	:	26.08.2020 (1600 hrs)
Bid Opening date	:	27.08.2020 (1000 hrs)

2. Scope of Work

- (i) Company shall do the whitewashing / painting / polishing etc. of external, internal perimeter wall including crack/patch filling and putty application as per the requirement, repair & renovation/painting/polishing of metal/wooden/glass shades/gates/doors/grills etc. at the 3 storey Chancery building situated at Diplomatic Enclave, Al Hamriya, Bur Dubai, Dubai.
- (ii) Ground leveling work at some places inside the premises.
- (iii) Filling of cracks & patchwork on periphery walls of the covered area as well as minor repair work at some places.
- (iv) Repair/solution for leakage from atrium glass ceiling and some office rooms as required.
- (v) Installation of wall to wall auditorium carpet as per the following details and dimensions:
 - a. dimension of the auditorium - 23 mtr x 14 mtr
 - b. thickness of the carpet - 5 mm minimum
 - c. thickness of the beneath foaming - 6 mm minimum
 - d. type of the carpet - auditorium carpet
- (vi) Reupholstery of 350 auditorium chairs along with fixing the rubber base in legs as per the requirement
- (vii) Repair/polishing of wooden panel/auditorium walls
- (viii) Repair/polishing of front wooden panel of auditorium stage.
- (ix) Any other repair & maintenance that is necessary to be carried out along with.
- (x) The company shall have to manage all the transportation & labour related arrangement, the cost of which would be part of the consolidated cost.
- (xi) The company shall be responsible for removal & clearing of debris/residual material and will ensure related cleaning upon completion of work.

- (xii) Bid should be inclusive of all kinds of material, tools & equipment to be used for carrying out the job.
- (xiii) The companies have to clearly specify the brand names of paints & other material which would be used for the work.

3. Eligibility Criteria

- (i) The bidder must be registered with the relevant department of UAE Government and should have all applicable/appropriate licenses to operate in their own name. (A copy of valid trade license to be enclosed with the technical bid).
- (ii) The bidders should have ample experience in the field and must have done similar works. The company should have a good financial standing and operating capital.
- (iii) The bidder should submit precise profile of its activities and operations in different areas and fields. Bidder may give information of details of work/ services done for various important clients recently.

4. Terms & Conditions

- (i) The bidder will have to ensure compliance of all mandatory Labour Laws/regulations laid down by the Government of the UAE and any other relevant Acts and regulations enforceable from time to time without any liability on the Consulate General of India, Dubai or without any responsibility for statutory compliance by the Consulate.
- (ii) The workers provided should be regular employees of the company with valid work permits and visas and should be Indian nationals or any friendly country.

5. Earnest Money Deposit

- (i) The bidder should furnish refundable Earnest Money Deposit (EMD) of AED 1000/- in the form of a Demand Draft/Banker's cheque, Bank Guarantee or online payment to Bank Account in favour of 'Consulate General of India, Dubai' along with the bid.
- (ii) Any bid not accompanying with EMD shall be rejected.
- (iii) The EMD will be forfeited on account of one or more the following reasons:
 - (a) The bidder withdraws his bid during the period of bid validity;
 - (b) In case of a successful bidder, the selected bidder fails to sign the agreement in time;
 - (c) Furnishing of any wrong information.

6. Duration of Contract: The contract will be for the duration of work only i.e. from the date of award of work to the satisfactory completion of the awarded work & conditions by service provider.

7. Right to accept any bid and to reject any or all bids: The Consulate General of India, Dubai, at its own discretion, accept or reject any bid/quotation without assigning any reasons thereof. The decision of the Consulate shall be final and binding on all. The Consulate also reserves the right to accept any tender not necessarily the lowest, reject any tender without assigning any reasons and accept tender for all or anyone or more of the articles for which the service provider has submitted bid.

8. Site Visits: The bidders shall visit the work place, understand the scope thoroughly (even if it is not mentioned in this tender) and then quote for. The bidder shall contact Vice Consul (Property), Consulate General of India, Dubai at prop.dubai@mea.gov.in, for visiting the site or as per prior arrangements decided by the CGI Dubai.

9. Termination of Contract : The Consulate has the right to terminate the contract, by giving a written notice to the contract awarding company for unsatisfactory performance/work.

10. Others:

- (i) The service provider shall pay the expenses of applicable duties for execution of agreement.
- (ii) The service provider shall be deemed to have visited the site(s) and made themselves familiar with the working condition whether they actually inspect the site(s) or not.
- (iii) The service provider shall employ as its representatives, servants and workmen after verifying their antecedents and loyalty before employing them for the works. It shall ensure that no person of doubtful antecedents and nationality is, in any way, associated with works. All workers and staff employed by the company shall be regular employee of the company and will not have any claim of any nature on the Consulate. Any dispute arising between employee and company will be the responsibility of the company only. All claims of the employees including any injury/accident at the site will be the role responsibility of the service provider.
- (iv) The rates quoted by the service provider shall be deemed to include all taxes and duties etc. as applicable. Liability, if any, towards staff and employees from principal employer's end shall be deemed to be included in the offer.

11. Terms of Payment: 60% of the payment will be released on completion of 80% of work, 30% of payment will be released on certification of completion of work. The remaining 10% will be retained and released after 30 days.

12. Delay in completion of work: The work once awarded must be completed within 45 days from the start of work. Penalty of 1% per day of total contract value would be imposed if it is delayed beyond agreed time line.

13. General Instructions for Compliance

- (i) The tenders should be submitted in three sealed covers – First cover/sealed containing EMD, the second sealed cover should be superscribed “Technical Bid” and third sealed cover superscribed “Financial Bid”. All three sealed covers should be placed in a large sealed envelope superscribed “Tender for White-washing/painting/polishing and related repair/renovation at the Consulate General of India, Dubai” and addressed to ‘Head of Chancery, Consulate General of India, Dubai. [For any queries, please contact Vice Consul (Property) on telephone no. 04-3971222/333; email: prop.dubai@mea.gov.in]
- (ii) After evaluation/examination of the bids by the committee of Consulate General of India, Dubai, the lowest bid party will be informed accordingly. The Consulate General of India reserves the right to accept/reject any bid(s) without assigning any reason(s). Interested parties are requested to forward their bids by 1600 hrs of 26 August 2020.

Bidder's description format summary

Name of the Bidding Firm	
Name of Partner(s) & Nationality	
Name of the Authorized Signatory	
Nationality	
Passport No.	
E Mail ID	
Telephone No.	
Fax No.	
Year of Incorporation	
Registration No.	
Service tax no.	
Registered Office & Address	
Branch offices in UAE (with address and Contact details) if any	
Total turnover in the <i>last three</i> financial years	
Total Staff Strength <i>with Nationality of Employee</i>	
Total Technical staff percentage	
Nationality of Staff deputed for work (in case of getting bid) (<i>National or India or friendly country</i>)	

Consulate General of India, Dubai

REQUEST FOR PROPOSAL(TENDER)

**White-washing / painting / polishing and renovation of auditorium work at
Chancery building at Al Hamriya, Diplomatic Enclave, Bur Dubai, Dubai
PART 2 – Financial Bid**

To:

**Head of Chancery
Consulate General of India
Al Hamriya, Diplomatic Enclave,
P.O. Box No. 737
Dubai, U.A.E.
PHONE NO: 00971 4 3971222, 3971333**

Dear Sir,

Sub: Financial Bid for Whitewashing/painting at Chancery premises of Consulate General of India, Dubai.

I/We are submitting tender for the above service at CGI, Dubai against Tender Notice No.Duba/Prop/872/2/2020 dated 04.08.2020.

As part of the Bid, we hereby offer AED.....(In Words.....) for providing above-mentioned services to Consulate General of India, Dubai. The above is inclusive of all the applicable taxes; fees, as per regulations.

We have read these conditions carefully and will comply strictly. We agree to bind by this offer if we are selected as the preferred bidder.

If our bid is accepted, we agree to all the terms & conditions of the tender notice.

We also declare that the Government of India or any other Government body/UAE Government has not declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature,

If any information or document submitted is found to be false/incorrect, Consulate may cancel my/our Tender and can take any action as deemed fit including termination of the contract, for feature of all dues including Earnest Money and blacklisting of my/our firm and all partners of the firm etc.

NOTE: All the above work will conform to Dubai Municipality norms &/or to the UAE Government regulations.

The C.R. number of the company registered with Dubai Chamber of Commerce is

For and on Behalf of:

Signature (Authorized Signatory)
Designation:
