Instructions to the Bidders

Tender Notice No: GEN/PMI/872/02/2018
Name of the Work: Painting/whitewash of India House (6 Rue de Pregny, Chambesy 1292 Geneva, Switzerland)

<table>
<thead>
<tr>
<th>SL No</th>
<th>Activity</th>
<th>Details</th>
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<tr>
<td>1</td>
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</table>
| 2     | Total Area for painting/whitewash (aprx) | **Rue de Pregny 6 R, 1st & 2nd Floor**  
Roof - 750 m² (8000 Sqft appx)  
Walls – 1000 m² (10000 Sqft appx)  
**The total area of painting will be as per the actual requirement. The above area is indicative only and may vary. The bidders may give rate in units viz CHF/m² or CHF/sqft also.** |
| 3     | Submission of Bids | By 1300 hrs on 26.08.2020 |
| 4     | Opening of Bids | Bids shall be opened on 26.08.2020 at 1600 hrs in the Permanent Mission of India, 9 Rue de Valais, Geneva 1202. Technical bids will be opened first and Financial bids of only those companies who meet the required parameters will be opened.  
- Interested bidders (Companies) may send their representatives to be present at the time of opening of tenders. |
| 5     | Submission of Bids in Two Envelops titled | (a) Technical Bid-  
- Containing references (at least two letters) from existing /past clients (within last two years)  
- Number of persons proposed to be deployed and total number of manhours  
- Time (approximate) required for completion of work  
(b) Financial Bid-  
- Providing the cost of Painting and related materials & labour, displacement and other charges, if any. |
| 6     | Schedule of conditions | As Enclosed |
| 7     | Mode of Payment | After satisfactory completion of work as per actual work done.  
Being Diplomatic Mission, VAT is Exempted |
| 8     | Contact person in the Mission for getting the tender document and for submission of bids | **Mr. Sheelmani**  
Attaché (Admin)  
Tel : 022 9068686  
Email:  
admngenevapmi@mea.gov.in  
hoc.genevapmi@mea.gov.in  
Address : Permanent Mission of India, 9, Rue du Valais 1202 Geneva (Switzerland) |
| 9     | The Permanent Mission of India, Geneva reserves the right to reject any bid or to cancel the entire tender at any stage (before award of a work contract), without assigning any reason whatsoever. Please read all the attached documents carefully before submission of tender. |
Sealed quotations are invited directly from reputed and experienced bidders for “Painting of India House (Internal Walls, ceilings) within Embassy premises.”

2. The last date of receipt of scope of offer in sealed envelope is on or before 26 August 2020 up to 1300 hrs. The bid opening date is on 26th August, 2020 at 1600 hrs. Entire details of scope of work for tender documents are available on website https://www.pmindiaun.gov.in/ and www.eprocure.gov.in.

Gen/PMI/872/02/2018

Sd/-
Head of Chancery
**Scope of Work**

**Name of the work:** Internal painting of India House (Internal Walls, ceilings).

<table>
<thead>
<tr>
<th>S No</th>
<th>Description of work</th>
<th>Quantity</th>
<th>Rate</th>
<th>Unit</th>
<th>Amount (in CHF)</th>
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<tbody>
<tr>
<td>1</td>
<td>Applying two or more coats of Paint on walls (at R-Floor, 1st Floor and 2nd Floor)</td>
<td>1000 m² (10,000 Sq. ft.)</td>
<td></td>
<td>m² &amp; Sq. Ft.</td>
<td></td>
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<tr>
<td>2</td>
<td>Applying two or more coats of Paint on Ceiling (R-Floor, 1st Floor and 2nd Floor)</td>
<td>750 m² (8000 Sq. ft.)</td>
<td></td>
<td>m² &amp; Sq. Ft.</td>
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**Total cost for work**

TVA (7.7% extra) 0 0

**Total cost in CHF**

**Note:** The rates of the above work include:

i) Removing previous dry or oil bound distemper, cement and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. Filling up of nail holes.

ii) Applying of wall putty and primer as and where required.
Additional conditions:

Sub: Painting of India House (Internal walls, ceilings) within Embassy premises.

1. The work shall be completed within 10-15 days from the date of award of the work.
2. 3% Penalty will be recovered from the bill for delay for each day after 15 days.
3. Guarantee: The contractor will guarantee the quality of work for a period of three years from the date of completion of work.
4. Agency should take care for covering the wooden floors and wooden walls with plastic sheets.
5. Any damage to the carpets, paintings and decorative items will be recovered from the bill.
6. The rate includes at all floors and all heights. Nothing shall be paid extra.
7. The agency shall make its own transportation arrangements for all the materials required at the site and disposal of any waste material.
8. The workers engaged by the agency will be the employees of the agency and the Embassy will not, in any way, be responsible for any liability/compensation on account of accident, injury or death of workers while performing their work inside the Embassy Residence premises.
9. The agency shall fully equip its employees for their own expenses.
10. The Embassy reserves the right to reject/cancel any or all bids without assigning any reason.
Declaration by the Firm/Agency

This is to certify that I/WE before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

(Signature of Firm with seal)

Name:

Seal:

TVA No:

Full Address:

Date:

Phone No. (O):
### Pre-Qualification/Evaluation/Exclusion Criteria

<table>
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<tr>
<th>S. No.</th>
<th>Particulars</th>
<th>Details</th>
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<tbody>
<tr>
<td>1</td>
<td>Experience</td>
<td>Supplier should have an expert and an experienced team, and a minimum experience of two years in such type of work.</td>
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<td>2.</td>
<td>Registration No.</td>
<td>The company/contractor should have a valid Registration Number. Documentary proof should be submitted.</td>
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<td>3.</td>
<td>Minimum Wages</td>
<td>The contractor will provide Certificate/Undertaking that he will pay not less than minimum wages fixed by Government of Switzerland.</td>
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<tr>
<td>4</td>
<td>TVA</td>
<td>Not applicable for diplomatic Missions</td>
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<tr>
<td>5</td>
<td>Certificate</td>
<td>Certificate that the company has not been blacklisted by the Swiss Government or any other Swiss agency/Canton.</td>
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