

Embassy of India
Moscow
Notice Inviting Bids

The Embassy of India, Moscow invites bids from interested contractors for the following work in relation to the Office/Residence Buildings located at Vorontsovo Pole 6-8:

- i) Routine maintenance of Air Conditioners (49 pieces) which will include refilling of refrigerant gas (if required), replacement of remote batteries, cleaning/washing of the indoor & outdoor units
 - ii) Repair of few air conditioners (4 pieces) and fitment/replacement of electrical sockets and affixing the electrical cable in the plastic casing in respect of two air conditioners
 - iii) Supply of remote (4 pieces) of Hitachi Split Air Conditioners
 - iv) Wall mounting of the remote wherever it is required
2. The schedule of payment for the work will be done in the following manner:
- (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) Final payment of 70% of the total value of the work to be paid on completion of the work to the satisfaction of the Embassy of India.
 - (c) 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.
3. Interested parties may visit the site and ascertain the scope of work for formulating their quotation from 10.05.2018 to 22.05.2018. A prior appointment should be made with Establishment Section of the Embassy of India (Tel. No. 495-7837535 /Extn. 333) for this purpose.
4. Companies are required to submit their bids in a sealed envelope describing in detail the breakup of the required work along with the cost of each component. The bids should be valid for a period of three months from the date of the opening of bids.
5. The sealed envelope should be submitted to the attention of the Head of Chancery, Embassy of India, Moscow latest by 23.05.2018 accompanied with the proof of payment of Rbls. 10000/- 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. 10000/- will be treated as earnest money deposit/bid security and would be returned to all the unsuccessful bidders within 30 days after finalization of the contract with the successful supplier.
6. The successful bidder shall be obliged to deposit an amount equivalent to 5% of the value of the contract to be awarded as performance security. The performance security shall remain valid for a period of 60 days beyond the completion of all contractual obligations of the supplier. The bid security shall be refunded to the successful bidder on the receipt of the performance security.
7. Representatives of all the bidding parties can be present at the time of the opening of the bids. The bids shall be opened on 24.05.2018 at 1030 hrs. at the Embassy of India, Moscow, Vorontsovo Pole, 6-8. The work shall be offered to the lowest bidding party.

(T J Suresh)
Head of Chancery
08.05.2018