

**Embassy of India
Moscow
Property Section

Dated: 22 May, 2024

Notice Inviting Bids

The Embassy of India, Moscow invites bids/offers from interested firms/contractors for carrying out painting and cleaning works at the main Chancery complex at Vorontsovo Pole 6-8, Moscow, 105 064.

2. **Scope of Works:**

- i. Painting of front side boundary wall including grills.
- ii. Painting of front side of main Chancery building.
- iii. Painting of front side of DP Dhar Hall.
- iv. Painting of all garden pavement borders inside the Chancery complex.
- v. Cleaning of all windows panes from outside.

It may be noted that paint similar in colour to the existing colours are required to be used.

3. **Payment Schedule:**

50% payment of the total value of work will be paid before commencement of the work. Remaining 50% payment will be made upon completion of work to the satisfaction of the Embassy of India. Any delay in the completion of work beyond the agreed duration would lead to deduction in payment @ 0.5% of total value of contract per day of delay subject to a maximum of 10% of contract value.

4. **Site Visit:**

Interested parties may visit the site from 24.05.2024 to 14.06.2024 for identifying the scope of work and for formulating their quotations. A prior appointment should be made with Establishment/Property Section of the Embassy of India, Moscow (Tel. No. +7(495) 783 75 35, Ext. 333/278) for this purpose.

5. **Submission of Bids:**

Companies are required to submit their offers/bids in a sealed envelope superscribed “**Painting works in main Chancery complex of Embassy of India, Moscow at Vorontsovo Pole 6-8**”, describing in detail the breakup of the required works along with the cost of each component. The bids/offers should be valid for a period of three months from the date of opening of bids. The sealed envelope containing the bids/offers should be addressed to **Mr. Naorem J. Singh, Head of Chancery, Embassy of India, Vorontsovo Pole 6-8, Moscow, 105 064** so as to reach the Embassy latest by **14.06.2024 (by 1700 hrs)**.

6. **Opening of Bids:**

The bids shall be opened on **17.06.2023** at **1100 hrs** at the **Embassy of India, Vorontsovo Pole 6-8, Moscow**. Representatives of all the bidding parties can be present at

the time of opening of bids. The work shall be offered to the lowest bidding party by means of a contract, which will be signed with them.

7. **Completion of Work:**

The work should be finished within a period of 90 days after the signing of the contract and guarantee of work should be valid for 2 years from the date of completion of the work. Any delays that arise during the course of the work must be discussed with the Embassy of India immediately and agreed to. The Contractor shall be held responsible for any delay in completion of the work beyond the date mutually agreed upon. If the Contractor fails to complete the work within the agreed time, Liquidated Damages for delay in execution of the work attributable to the Contractor shall be deducted from the Contractor @ 0.5% of contract value per day subject to a maximum of 10% of contract value. Any defect that develops during the guarantee period shall be addressed by the contractor at no extra cost to the Embassy of India.

8. **Contact details:**

For any queries/clarifications, please contact the Embassy at the following address:

**Embassy of India,
Vorontsovo Pole 6-8,
Moscow, 105 064
Tel. No. +7(495) 783 75 35, Ext. 333/278)
E-mail: prop.moscow@mea.gov.in**

9. The Embassy of India reserves the right to reject any or all the bids or to modify any terms and conditions of the tender without assigning any reason and the decision of the Embassy shall be final and binding. This notice inviting bids is not an offer or an agreement by Embassy of India, Moscow.



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