

Embassy of India

Sofia

No. SOF/PROP/871/01/2017

22 May 2017.

Invitation for the tender for repair works of the building at the address 21, Boina Slava Street, Boyana Sofia.

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Chapter I - Instructions to Bidders

1. Lump-sum fixed price tenders are invited from experienced & registered firms, complete in all respects should be submitted in sealed envelopes addressed the Head of Chancery, Embassy of India, Sofia in person, or by mail or courier to reach before the deadline of 1700 hrs. on Tuesday 13th June 2017. **Three Separate sealed envelopes** containing **Technical Bid, Financial Bid and Earnest Money Deposit must be submitted**. These would be enclosed in an envelope that should be clearly marked "**Tender for painting and minor repair work of the building**". All tenders received after the deadline will be summarily rejected.
2. All bidders should submit along with the Tender the following documents:
 - i. The bid in the prescribed Technical Bid Document and Financial Bid Document (proformas attached in chapter III and IV).
 - ii. Both the above documents must be signed by authorized signatories of the bidding firm with a seal / stamp.
 - iii. Self-attested photo-copy of registration of the company / firm / proprietorship with the concerned Bulgarian authorities.
 - iv. Annual Report (where statutorily required to be filed) and Financial Reports for the last 3 years.
 - v. Details of experience in the field of painting/repair/renovation of the building with Embassies / reputed Companies.
3. Technical Conditions for Pre-qualification of bidders shall be as under:

a. One work of Euro 10,000 value of similar work as specified above completed within last 3 years

or

b. Three similar works costing not less than Euro 5,000 value of similar work as specified above completed within last 3 years.

Bidders not meeting any of the above requirements will be disqualified.

4. The bidder should be a company or firm or sole proprietorship duly registered with the concerned authorities in Bulgaria. Bidder must be a firm with a past record of dealing with renovation of the buildings. Embassy of India reserves the right to reject bids from firms who are blacklisted by Governments of Bulgaria or India for poor performance in the past, or those who do not have adequate experience in the field of painting/repair/renovation as mentioned above at Sl. No. 3.

5. The bids will remain valid for 90 days from tender closing, for award of contract after obtaining approval of competent Indian authorities. No price escalation would be allowed.

6. The work should be completed within 30 working days after award of the contract.

7. All the items / works should be of good quality complying with standard acceptable in the country. All the works should have a warranty / guarantee for a minimum period of one year and any defects observed during the warranty/guarantee period should be rectified by the contractor at its own cost. It may be noted that due weightage will be given to the duration of warranty / guarantee offered by the contractor in assessment of tenders. The defect liability period shall be 365 days from date of practical completion of work.

8. The bidder should submit BGN 1300.00 (BGN one thousand three hundred only) as refundable Earnest Money Deposit (EMD) in the form of bank draft or Banker's cheque or Bank Guarantee drawn in favour of Embassy of India along with the tender. EMD of unsuccessful bidders shall be refunded after expiry of bid validity on or before 30th day after award of work.

9. Advance upto 10-20% shall be released against Bank Guarantee of equivalent amount drawn in favour of Embassy of India.

10. Payment would be released linked to stages of progress of work and final bill will be settled within 30 days of the certified completion of repair work satisfactorily after physical verification by Head of Chancery. Each Running Account Bill shall be made for atleast 4% of physical progress. Embassy of India will withhold 5% of tender amount as retention money which will be released only after completion of one year.

11. The Embassy reserves the right to reject all or any bids without assigning any reasons. Bidders should have technical capability / competence for painting/renovation work as per prescribed standard / quality. The bidders will be given, if requested for, an opportunity with prior appointment to meet the Embassy Representatives, if there are any clarifications or concerns on bid process.

12. The successful bidder has to sign a contract with the Embassy of India in an appropriate form, prepared by them, for execution of the contract. Therein there should be a provision which contains liquidated damage charges @ 0.5% per day of delay of tender amount limited to maximum 10% of tender amount.

13. Firstly, the Technical document will be opened and the pre-qualification of the bidder will be assessed and then financial document of only those bidder [s] who qualify the technical stage will be opened.

14. The winning bidder would be responsible for its workers in terms of their antecedents and conduct, service performance & behaviour as also the payment of salaries, compensation etc. Embassy of India would not be responsible for any dues other than the agreed contract amount. The workers shall not have any claim for regularization of their services or enhancement of wages with the Embassy of India.

15. The winning bidder would be required to dedicate one supervisor / manager who can be contacted for all queries / requirements in connection with the work awarded.

16. ASSIGNMENT SPECIFIC INFORMATION IN BRIEF

1. DATE OF ISSUE OF TENDER: Tuesday, 22 MAY 2017.

2. LAST DATE FOR BID SUBMISSION: 1700 HRS, TUESDAY, 13 JUNE 2017.

3. DATE OF OEPNING TECHNICAL BIDS: 1530 HRS, WEDNESDAY 14 JUNE 2017.

4. DATE OF OEPNING FINANCIAL BIDS: 1530 HRS, FIRDAY 16 JUNE 2017.

5. EVALUATION CRITERIA: The Tender Evaluation Committee [TEC] will evaluate the Technical information individually using the following criteria:

- (a) The Organization's relevant experience for the Assignment.
- (b) Quality of work plan and methodology for undertaking the job.
- (c) Qualifications and experience of the staff proposed.
- (d) Past track record.

17. Bids may be submitted physically or by courier / post to:

Head of chancery, Embassy of India
4 Alfred Nobel Street
Geo Milev
Sofia 1113, Bulgaria

18. For clarifications / queries, if any, prior to submission of bid, prospective bidders may contact the undersigned, on Phone 02-963 5685 during office hours from 10.00 a.m. to 5.00 p.m. on working days. Pre-bid meeting for answering queries and clarifications of prospective bidders will be held at Embassy of India on 30.05.2017 at 1500 hrs.



(P. Subhash Nair)

Second Secretary & Head of Chancery
E-mail:property@indembsofia.org

Chapter II - Scope of work(BOQ is indicative only)

No.	Building installation works	Measure	Quantity	Comment
	Basement and part of garage			
1.	De- installation and installation of radiators & heaters	No.	1.00	
2.	Taking off loose plaster	m2	27.00	
3.	Treatment of structural cracks with FLEX - COVER by producer ISOMAT	m	9.00	
4.	Plastering of cracks with FAST-COVER by ISOMAT	m2	11.00	
5.	Priming with BAUMIT TIEFEN GRUND	m2	27.00	
6.	Inside plastering	m2	27.00	
7.	Plastering with white cement adhesive on cracked surfaces	m2	37.00	
8.	Plastering with gypsum adhesive Boro, priming	m2	34.00	
9.	Fine plastering with Sheetrock on walls and ceilings	m2	34.00	
10	Priming of walls and ceiling with BOROGRUND before painting	m2	424.00	
11	Latex painting with white latex	m2	416.00	incl. south wall of the garage
12	Latex painting with white latex of wet rooms	m2	8.00	baths and toilets
13	Repair of door casings	piece	5.00	
14	Adjusting of doors	piece	5.00	
15	Painting with alkyd white paint by LEVIS of interior doors, incl. priming	m2	36.00	
16	Covering with thin nylon	m2	80.00	
17	Covering with polyethylene for protection	m2	110.00	
18	Double shifting of furniture	workerper hour	35.00	
19	Loading, transporting and discharging of waste materials	m3	1.00	
	Sum for basement			
	First floor			
1.	De-installation and re-installation of radiators and heaters	No.	4.00	
2.	Taking off loose plaster	m2	18.00	
3.	Treatment of structure cracks with FLEX-COVER by ISOMAT	m	16.00	
4.	Plastering of cracks with FAST-COVER by ISOMAT	m2	12.00	

5.	Priming with BAUMIT TIEFEN GRUND	m2	18.00	
6.	Inside plastering	m2	18.00	
7.	Plastering with white cement adhesive on cracked surfaces	m2	24.00	
8.	Plastering with gypsum adhesive Boro, priming	m2	43.00	
9.	Fine plastering with Sheetrock on walls and ceilings	m2	43.00	
10.	Priming of walls and ceiling with BOROGRUND before painting	m2	682.30	
11.	Latex painting with white latex	m2	199.00	cealings
12.	Latex painting with white latex of wet rooms	m2	9.40	bathrooms and toilets
13.	Painting with colour latex	m2	473.90	walls
14.	Painting with alkyd white paint by LEVIS of interior doors, priming	m2	35.50	
15.	Using of movable pipe scaffolding	worker per hour	9.00	
16.	Adjusting windows	piece	12.00	
17.	Adjusting doors	piece	5.00	
18.	Repair of door casings	piece	5.00	
19.	Covering with thin nylon	m2	100.00	
20.	Covering with polyethylene for protection	m2	240.00	
21.	Double shifting of furniture	ч.ч.	35.00	
22.	Loading, transporting and discharging of waste materials	m3	1.50	
	Sum First floor			
	Second floor			
1.	Taking off loose plaster	m2	7.00	
2.	Treatment of structure cracks with FLEX-COVER by ISOMAT	m	13.00	
3.	Plastering of cracks with FAST-COVER by ISOMAT	m2	16.00	
4.	Priming with BAUMIT TIEFEN GRUND	m2	7.00	
5.	Inside plastering	m2	7.00	
6.	Plastering with white cement adhesive on cracked surfaces	m2	26.00	
7.	Plastering with gypsum adhesive Boro, priming	m2	33.00	
8.	Fine plastering with Sheetrock on walls and ceilings	m2	33.00	
9.	Priming of walls and ceiling with BOROGRUND before painting	m2	849.40	
10.	Latex painting with white latex	m2	216.30	cealings
11.	Latex painting with white latex of wet rooms	m2	68.50	bathrooms and toilets
12.	Painting with colour latex	m2	564.60	walls
13.	Repair of crates for doors	piece	8.00	
14.	Doorways	piece	8.00	
15.	Window Screens	piece	15.00	
16.	Painting with alkyd white paint by LEVIS of interior doors, priming	m2	45.60	
17.	Covering with thin nylon	m2	130.00	
18.	Covering with polyethylene for protection	m2	240.00	
19.	Double shifting of furniture	ч.ч.	35.00	

20	Loading, transporting and discharging of waste materials	m3	0.50	
Sum Second Floor				
Fence				
1.	Taking off loose plaster	m2	57.00	
2.	Priming with BAUMIT TIEFEN GRUND	m2	57.00	
3.	Spray for improving the adhesion with "CC81" by "Ceresit"	m2	57.00	
4.	Laying of outer rough coating	m2	57.00	
5.	Laying of outer sprayed coating with a ready-made mixture	m2	57.00	
6.	Revetment with shaped gneiss available	m2	15.00	
7.	Revetment with shaped gneiss	m2	10.00	
8.	Latex painting with white latex	m2	212.00	
9.	Painting of steel elements with Protekta paint by Orgachim, incl. corrosion removal	m2	486.00	
10	Covering with polyethylene for protection	m2	320.00	
11	Loading, transporting and discharging of waste materials	m3	1.80	
Roof				
1.	Laying of grout, mortar and painting of chimney	piece	1.00	
2.	Covering of the ridge and hip rafter with new shutters	m	10.00	
3.	Laying of coat of paint on the shutters on the ridge and hip rafter	m	24.00	
4.	Covering with polyethylene for protection	m2	10.00	
5.	Loading, transporting and discharging of waste materials	m3	0.30	
Miscellaneous repair works				
1.	Modeling of the ground in front of the security cabin (2m2)	piece	1.00	
2.	Repair of pavement covering	m2	5.00	
3.	Delivery and mounting of road curb stones	m	1.00	
4.	Washing away of limestone off stone	m2	10.00	
5.	Fortifying of an under-window elements	piece	5.00	Northwest
6.	Sealing of joints in between limestone stone elements	m	20.00	
7.	Replacement of limestone revetment slabs	m2	3.00	
8.	Repair of limestone stone elements along stone banisters			
9.	Repair of ceramic granite slabs covering- Garden playgrounds and stairs	m2	2.00	

Chapter III - TECHNICAL BID PROFORMA

1. Name of the firm:
2. Address of the Registered Office:
3. Correspondence address:
4. Contact details:
 - Telephone:
 - Fax:
 - E-mail:

Sl.No.	Requirements	Reply	Remarks, if any
1.	a. Brief introduction of the company		
	b. Previous experience in the field (minimum of three years)		
	c. Total number of regular employees with the firm		
	d. Turnover of the firm for the last two years		
	e. Registration Certificate & license for the services		
2.	Detailed work plan and methodology for undertaking the job		
3.	Qualification and experience of the staff proposed to be deployed for the job		
4.	a. Details of Current contracts of repairs/renovation being undertaken by the firm		
	b. Details of past contracts of repairs renovation undertaken by the firm		
	c. Testimonials [Clients' letters / certificates etc.]		

Signature :
 Name of authorised signatory or owner :
 Seal :
 Date :

Chapter IV - FINANCIAL BID PROFORMA

1. Name of the firm:
2. Address of the Registered Office:
3. Correspondence address:
4. Contact details:
 - Telephone:
 - Fax:
 - E-mail:

Sl. No.	Items	Charges (including VAT)	Remarks, if any
1	Repairs/Renovation of the building (according to scope of work)	<p>Note : Price quoted should be on an all-inclusive basis and shall <u>include the cost of all services, personnel, material, transportation, rentals taxes, consumables, labour, VAT social security, insurance of the worker etc.</u></p>	

Signature :
Name of authorised signatory or owner :
Seal :
Date :