

**Embassy of India**

**Kathmandu**

**NOTICE INVITING BIDS**

Sealed tender documents/quotations are invited directly from reputed bidders for exterior painting at Bharatiya Gorkha Sainik Niewas (BGSN). The last date of receipt of offer in sealed envelope is on or before 19 Dec 2016 upto 1700 hrs. The notice is also available on website [www.indianembassy.org.np](http://www.indianembassy.org.np) and [eprocure.gov.in](http://eprocure.gov.in). Details can also be collected from Supervisor, BGSN (Welfare Branch), Embassy of India, Kathmandu from 29 Nov 2016 onwards between 09.00 AM to 5.00 P.M. for on site visit and obtaining detailed scope of work. Contact No is 01-4418064/4412597.

Assistant Military Attaché(Welfare)  
Welfare Branch  
Embassy of India, Kathmandu (Nepal)

# **EMBASSY OF INDIA**

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**DEFENCE WING, WELFARE BRANCH  
KATHMANDU, NEPAL**

## **STANDARD BIDDING DOCUMENT**

### **FOR**

**EXTERIOR PAINTING AT BHARATIYA GORKHA SAINIK NIWAS  
(BGSN)**

NAME OF COMPANY/FIRM .....

ADDRESS.....

SIGNATURE.....

FIRM'S SEAL.....

## Instructions to Bidder

1. **Eligible Bidder** This invitation for Bids is open to all registered firms with qualifications as described below:-

- (a) Company/Firm Registration Certificate.
- (b) Vat and PAN Registration Certificates.
- (c) Tax Clearance Certificate up to F/Y : 2071/72 & 2072/73.
- (d) Authorized Dealership Certificate, if any.
- (e) Other documents as needed.

2. The bids are invited for supply, delivery and exterior painting (Top/Best Quality paint) of entire Bharatiya Gorkha Sainik Niwas (BGSN). The scope of work is as under:-

(a) **Plain Surface Wall.**

- (i) One coat Primer.
- (ii) Putty filling of cracks and smoothing of cracked surfaces.
- (iii) Two coat exterior Paint (perfect finish).

(b) **Brick Finish Wall.**

- (i) Scraping and surface grinding to brick finish.
- (ii) Fill grooves with wall putty (surki, lime, white cement and desired shade colour).
- (iii) Two coats of Transparent Natural Silicon Waterproof Coating.

3. Surface area of proposed painting work is as under:-

S/No	Type of Building	Brick Group Area			Plain Surface Wall			Total	Total Amount
		Sq. mtr	Rate per sq/ mtr	Amount	Sq. mtr	Rate per sq mtr	Amount		
(a)	Main Building (Offrs Living Rooms, Offrs Café, PDC, PBOR Café)	775			1805			2580	
(b)	OR Dormitory Building (First & 2 <sup>nd</sup> Block and Toilets)	1130			607			1737	
(c)	Staff Block	765			413			1178	
(d)	ECHS Block	383			574			957	
(e)	JCOs Block	1073			578			1651	
Total		<b>4126</b>			<b>3977</b>			<b>8103</b>	<b>Sq. Mtr</b>

4. All interested bidders are required to visit the BGSN Complex on 12 December 2016 at 1400 hrs. for pre-bid meeting to understand the requirement and prepare a sample of intended work on a 3 foot x 2 foot wall face for both, i.e Brick Finish Wall & Plain Surface Wall on BGSN Building Wall as per para 2 (a) & (b) above after submission of bidding and one week before opening of tender documents. Only technically accepted bids will be opened on the day of opening of bidding documents. The Bid should include all charges and taxes incl Labour, transportation etc.

5. **One Bid per Bidder.** Each Bidder shall submit only one Bid. A Bidder who submits more than one Bid shall cause all the Bids with the Bidder's participation to be disqualified.

6. **Cost of Bidding.** The Bidder shall bear all costs associated with the preparation and submission of his bid and the buyer shall in no case be liable for those costs. Cost of Bidding Document is NRs 500.00 only.

7. **Language of Bid.** All documents related to the Bid shall be in English.

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8. **Bid prices.** The contract shall be for the item described based on the priced Bill of Quantities submitted by the Bidder. The Bidder shall fill in rate in Nepali Rupees. All duties taxes and other levies payable by the supplier under the contract shall be included in the rates, prices and total Bid price submitted by the Bidder. No escalation at any later stage would be considered. Any discount or concession offered by the firm also need to be endorsed. Any additional facilities like free servicing, free loading/unloading/installations etc should also be included.

9. **Bid validity.** The Bid shall remain valid for a minimum period of 45 days after opening of the bid.

10. **Bid security (Earnest Money).** The Bidder shall furnish a Bid security in Nepali Rupees in the amount equivalent to 5% of the bid amount. The Bid security shall remain valid for a period of 45 days after opening of the bid. The Bid Security shall be in the form of Bank Guarantee from a reputed Bank.

11. **Format and signing of Bids.** The bid shall be typed or written in ink and shall be signed by an authorized person. Any entries or amendments including alternations, additions or corrections made shall be initialed by the same authorized person alongwith the company's stamp. In case of cutting/ overwriting/ mismatch in amount/ rates in number & figures, the amount in figures will be taken as correct amount.

12. **Sealing and Marking of Bids.** The Bidder shall submit the bid in sealed envelope marking. The envelope shall be addressed to the Embassy of India, Welfare Branch, Kathmandu and should have seal and signature of the authorized signatory of the firm.

13. **Deadline for Submission of Bids.** Bids shall be delivered at no later than the time and date specified in the Invitation for Bid.

14. **Late Bids.** Any bid received by the Board of Officers after the deadline shall not be accepted and shall be returned unopened to the Bidder upon request.

15. **Modification and withdrawal of Bids.** Bids once submitted shall not be withdrawn or modified.

16. **Bid Opening.** The Board of Officers shall open the bids in the presence of the Bidders' representatives who choose to attend at the time and place as specified in the Invitation for Bid.

17. **Process to be Confidential.** Information relating to the examination, evaluation and comparison of bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful bidder has been announced. Any efforts by the Bidder to influence the buyer in the bid evaluation, bid comparison or contract award decisions may result in rejection of Bidder's bid.

18. **Award of Contract.**

(a) The buyer shall decide the award of the contract to the Bidder whose bid is within the approved estimate and who has offered the lowest evaluated Bid price, provided that such Bidder has been determined to be eligible in accordance with the provisions of clauses 1.

(b) If the bid which results in the contract in the lowest Evaluated Bid price, is unbalanced or frontloaded in relation to the Buyer 's estimate regarding cost of the item under the contract, the Buyer shall ask the bidder to give clarification with detailed rate analysis for any or all items of the Bill of Quantities.

19. **Buyer 's Right to Accept any Bid and to Reject any or all Bids.** The buyer reserves the right to accept or reject any bid or to cancel the bidding process and reject all bids, at any time prior to the award of the contract, without assigning any reasons whatsoever and without thereby incurring any liability to the affected Bidder or Bidders.

20. **Notification of Award and signing of Agreement.**

(a) The Bidder whose bid is accepted and all other participating bidders shall be notified of the award by the buyer.

(b) The notification (hereafter called the "Letter of Acceptance") to the successful Bidder shall state the sum that the Buyer shall pay the Bidder in consideration of the execution and completion as described by the contract. Within 7 days of receipt of the letter of Acceptance, the successful Bidder shall deliver the performance Security pursuant Clause 18 and sign the Agreement.

(c) Inability of the Bidder to make an Agreement within the above stated period shall result in cancellation of the Contract Award and forfeiture of the Bidder's Bid security, upon which the Contract shall then be awarded to the next successive successful Bidder.

21. **Performance Security.** The successful Bidder shall deliver to the buyer a performance Security in a form of Bank Guarantee acceptable to the buyer equivalent to 10% of the approved bid amount having validity of six months.

22. **Additional Securities.** The Bidder may be required to provide additional performance Security if the Buyer determines that rate quoted by the Bidder in the Bill Quantities are too low for execution of the works as mentioned at Para 2 (a) to (af) above. In such case, the Buyer shall instruct the Bidder to Provide additional 8% security for signing of the Contract Agreement. Bidder's failure to do provide additional security shall result in forfeiture of the Bid Security and award of the Contract to the next lowest evaluated Bidder.

23. **Corrupt or Fraudulent Practices.** The Buyer shall reject a bid for award if it determines that the Bidder recommended for award of contract has engaged in corrupt or fraudulent practices in competing for the contract in question.

24. **Warranty.** The following warranty will form part of the contract placed on successful Bidder:-

(a) The Seller warrants that the goods supplied under the contract conform to technical specifications prescribed and shall perform according to the technical specifications.

(b) The Seller warrants for a period of 24 months from the date of acceptance of stores by Joint Receipt Inspection or date of installation and commissioning, whichever is later, that the exterior painting supplied and installation under the contract and each component used in the manufacture thereof shall be free from all types of defects/failures.

25. **Supply/delivery and painting schedule.** The supplier should supply, delivery and install the items/works as mentioned at Para 3 (a) to (e) above at site as prescribed in BoQ as per schedule mentioned below from the date of work Order:-

<b><u>S/No</u></b>	<b><u>Location</u></b>	<b><u>Time line for supply &amp; Installation</u></b>
(a)	Defence Wing	- Within 60 days from supply order.