



High Commission of India
Singapore

No. SIN/872/08/2023

12th May 2023

NOTICE INVITING TENDER (NIT)

High Commission of India, Singapore invites technical and financial bids from qualified agencies having professional expertise and experience for repair of planter wall including removal of plants and debris offsite.

Scope of work

The scope of work includes following:-

- I. Demolish left and right portion of existing precast parapet, baluster and planter including removal of plants.
- II. To construct foundation and new driveway slab to match existing pavement level along the carpark area.
- III. Construct new RC Slab kerb as a new planter box including plastering and painting works.
- IV. To repair and make good existing centre precast parapet and baluster including painting works.
- V. To provide a new concrete imprint to new RC pavement.
- VI. Disposal of debris offsite.

2. QUOTATIONS AND GENERAL CONDITIONS:

The High Commission shall follow two bids system i.e. Technical Bid and Financial Bid. The technical bid and financial bid should be sealed by bidders in separate covers duly super-scribed "Financial bid or Technical bid" as the case may be and both these covers are to be put in a bigger cover which should be duly super-scribed as "Quote for repair of planter wall including removal of plants and debris off site".

2.1 The technical bids (**Annexure-B**) will be evaluated mainly on the following parameters:

- i. Should possess experience of construction works of similar nature for at least five years, supported by documents like achievements of the company.

- ii. Registration of the company under relevant statutory regulations and with local bodies such as BCA, URA etc under relevant category.
- iii. List of other clients the company is serving in terms of similar works and ability to provide User Satisfaction Certificate from clients.
- iv. Reserve pool of technically skilled men and labour for the maintenance works.

2.2 The bidders shall mention charges in Singapore Dollars for the above scope of work and submit the bid as per format at **Annexure-C**. GST should be mentioned separately, if applicable. Financial bids of only those bidders would be opened who are found technically sound and qualified. The assessment in terms of technical qualification shall be done by HCI and shall be final.

3. Liquidated Damage Clause: After award of work, the contractor shall start the work immediately and the work shall be completed within two weeks. A penalty of 0.5% of contract value for delay of each day shall be applied, subject to a maximum of 10% of contract value.

4. Rough sketch of the planter area is attached at '**Annexure D**'.

5. The premises and the scope of work may be inspected with prior appointments. Please call Tel. No. 62382536/35 for fixing appointment for viewing the premises. Alternatively, an email may be sent to property.singapore@mea.gov.in to book an appointment for site visit.

6. The contractor shall not further sub contract the whole or any part of the contract, under any circumstances to third party. The Contractor should satisfy himself about scope of work before submitting the bid. In case of any dispute, the decision of High Commission of India shall be final. No deviation in specification shall be allowed and no extra claim shall be entertained for any unforeseen work.

7. No claim from the contractor for any additional payment on account of local Singapore laws or on restricted working hours shall be entertained. The contractor must quote according to local laws and conditions at site.

8. EMPLOYMENT OF ILLEGAL IMMIGRANTS

8.1 The contractor shall ensure that no illegal immigrants are employed in the execution of the works. The Contractor shall ensure that all local labour laws and other relevant provisions are fulfilled and insurance provisions are made for the safety of workers at site.

8.2 For the purpose of this clause “the illegal immigrant” means any person who enters the Republic of Singapore in contravention of the provisions of the Immigrant Act or such statutory modifications or re-enactment thereof for the time being in force.

9. Water and electricity required for the proper and efficient execution of the works will be provided without charge by the client. Contractor and the workers shall exercise every effort to prevent the abuse of this privilege and to economize in the use of the water and electricity, and strictly comply with all rules and regulations applicable to the use of it.

10. The bidder is required to submit earnest deposit of S\$ 500.00 by way of bank guarantee or fixed deposits. The EMD shall be returned to unsuccessful bidders after completion of process of award of work. In lieu of EMD, bidders can also submit undertaking in the given format at **‘Annexure A’**.

11. An amount of 5% of contract value will be retained as security deposit, 50% of security deposit (2.5% of contract value) shall be released after one month of completion of work, and balance shall be released only after **one** year of completion of work. The security deposit can be in form of bankers’ cheque, fixed deposit receipt, account payee demand draft or Bank guarantee and should remain valid for a period of one year after the completion of work. This period of one year shall be **‘Defect Liability Period’** and any defects observed during this period shall be made good by the Contractor without any charges. The Security Deposit shall be fortified if the Contractor does not rectify damages within two weeks.

12. On award of work, the successful bidder will have to submit performance guarantee equivalent to three percent (3%) of value of contract. The Performance Guarantee can be in the form of bankers’ cheque, fixed deposit receipt, account payee demand draft or Bank guarantee. This Performance Guarantee should remain valid sixty days beyond the completion of obligation under the contract. On receipt of Performance Guarantee by the successful bidder, the earnest money shall be returned. Part performance of the contract shall not be allowed and no payment shall be made towards part performance of contract.

13. PENALTY FOR NON – PERFORMANCE

13.1 In the event, company fails to execute the work, it shall **NOT** be considered for any work in the High Commission of India for a period of two years starting from the date of award of work.

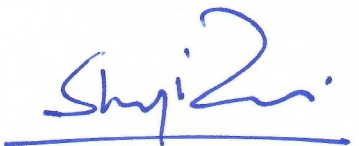
13.2 In the event of any breach, negligence, non-observance of any terms/ conditions of the contract, unsatisfactory performance or for non-acceptance of the work order, the contractor shall forfeits their claim on performance guarantee and EMD as laid in para 10 & 11 of the tender document.

13.3 In case of breach of any conditions of the contract and for all type of losses caused in the event of Contractor failing to execute the contract, High Commission of India shall make deductions at appropriate rate from the Performance Guarantee first & then from other dues to the contractor. High Commission of India reserves the right to impose penalty towards non-performance of work items as laid in the tender document. Decision of the HCI shall be final in this regard.

13.4 The powers of HCI under these conditions shall in no way affect or prejudice the powers in certain events to terminate the contract vested in it as herein provided.

14. Any clarification on this tender may be obtained from "Head of Chancery, High Commission of India, Singapore" in person or by email at hoc.singapore@mea.gov.in OR property.singapore@mea.gov.in. Technical & Financial bids may be sent in sealed covers addressed to "Head of Chancery, High Commission of India, No. 31 Grange Road, Singapore 239702 latest by 02 June 2023 (0530PM).

15. Any conditional bids shall not be accepted by the High Commission. The unsolicited bids will not be considered.


(Shivji Tiwari)
Head of Chancery

Annexure A

Name of Work: - Repair of planter wall including removal of plants and debris offsite at GoI property at No. 31 Grange Road, Singapore 239702

Declaration in lieu of Earnest Money Deposit

I, -----on behalf of company M/s
----- (name of Company) having
office at ----- hereby declares that my financial
bid for the work “Repair of planter wall including removal of plants and debris
offsite at GoI property at No. 31 Grange Road, Singapore 239702” by High
Commission of India, Singapore 239702 shall remain valid till 30th **June** 2023. I
undertake that I will not withdraw or modify my bid till 30th June 2023.

I also undertake that upon award of the work, I will submit the Performance
Guarantee as required under the contract. I understand that in the event that I fail
to execute the work, my company shall **NOT** be considered for any work in the High
Commission of India for a period of two years starting from the date of award of
work.

(Signature with name and address)
Office Seal of the Company

Annexure B
(Technical Bid Proforma)

To,

High Commission of India
No. 31 Grange Road, Singapore – 239702

Subject: TECHNICAL BID

Sir,

I/We submit following details for your perusal.

Sr. No.	Parameters	Yes/ No	supported by documents (yes/no)
1.	Experience of construction works of similar nature in number of years.		
2.	User Satisfaction Certificate from other reputed clients, enclose certified copies.		
3.	Registration of the company under relevant statutory regulations and with local bodies such as BCA, URA etc. with approved tendering limits. Please enclosed certified copy.		
4.	List of other clients the company is serving in terms of works of similar nature.		
5.	Number of technically skilled resources and a reserve pool of labour for works of similar nature.		
6.	Any construction works undertaken with Singapore Government Offices/Organization or Diplomatic Missions in Singapore. (Attach the list)		

This is to further confirm that I/We agree to abide by all the terms and conditions mentioned in the tender. I further declare that information given by me is true. If at any time the information given by me is found to be incorrect or false, the High Commission of India in Singapore can take any action including termination of contract.

(Signature with name and address)
(Official seal of the company)

Annexure C

Sample for Quotation (on the letterhead of company)

Sr. No.	Item particulars	Rate (in S\$)
1	<p>Demolish left and right portion of existing precast parapet, baluster and planter including removal of plants.</p> <p>To construct foundation and new driveway slab to match existing pavement level along the carpark area.</p> <p>Construct new RC Slab kerb as a new planter box including plastering and painting works.</p> <p>To repair and make good existing centre precast parapet and baluster including painting works.</p> <p>To provide a new concrete imprint to new RC pavement.</p> <p>Disposal of debris offsite.</p>	
	GST (if applicable)	
	TOTAL	

(Signature & Stamp of the authorized person/ company)

Note: Conditional bids shall to be accepted by the High Commission.

