



**High Commission of India
Singapore**

No. SIN/872/09/2023

04 Sept 2023

NOTICE INVITING TENDER (NIT)

High Commission of India, Singapore invites financial bids from selected companies for repair works in Master Bathroom at GoI property at No. 2 Pierce Road, Singapore 248554.

Scope of work

The scope of work includes following:-

1. Bath Tub in shower area of master toilet is non functional. It need to be removed and the timber floor around the bath tub need to be replaced with tiles similar to the existing bathroom floor. Bids are invited for supply labour, materials and tools to carry out the following works:

- i. Removal & demolish existing timber decking, sunken bath tub and part of granite wall finishes, to receive new concrete slab to match existing Master Bathroom level.
- ii. Provide labour, material & tools to slab over, to seal up the existing sunken slab with 200mm thick concrete slab (including rebar, concrete and formworks).
- iii. To apply cementitious waterproofing to slab and 300mm upturn to wall.
- iv. To engage plumber to provide incoming water supply piping works for new shower and electrician for the electrical supply to new lightings and terminate existing decorative lighting on the floor.
- v. Supply and install a new Rain Shower set.
- vi. Supply & install new light in the shower area.

QUOTATIONS AND GENERAL CONDITIONS:

2. The financial bid should be sealed by bidders in cover duly super-scribed "Financial bid for repair works in Master Bathroom at India House at No. 2 Pierce Road, Singapore 248554". The financial bid shall be prepared in the format attached at **Annexure B**.

3. 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.

4. 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.
5. 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.
6. 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.
7. 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'.**
8. 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 copied to property.singapore@mea.gov.in. Financial bids may be sent in sealed covers addressed to "Head of Chancery, High Commission of India, No. 31 Grange Road, Singapore 239702 or by email on above given email address latest by 11 Sept. 2023 (10AM).
9. Any conditional bids shall not be accepted by the High Commission. The unsolicited bids will not be considered.
10. **Taxes and Duties:** The bidder must include in their bids all duties, royalties and sales/service taxes or any other taxes, fees, charges as applicable. The High Commission of India, Singapore will entertain no extra claim on this amount at any stage of execution of work. In case of any variations in the taxes, the same shall be charged after producing the Government notification.
11. **Liquidated Damage Clause:** After award of work, the contractor shall start the work within one week 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.

10. **Retention Money and Defect Liability Period:** 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.

13. **Arbitration Clause/ Dispute resolutions:** Disputes, if any, be resolved amicably with mutual dialogue. In case such dispute remain unresolved for a period of 30 days, either party may initiate arbitration proceedings against the other in accordance with the laws of Singapore.

14. If the bidder quotes NIL Charges/ consideration, the bid shall be treated as unresponsive and will not be considered.

15. **Performance/Service Guarantee:** The bidder is required to submit **3% of contract** amount as Performance Guarantee within 15 days of award of work. The Guarantee shall remain valid during the work period and additional 60 days. The guarantee amount in full or part may be forfeited in the following cases:

15.1 When the terms and conditions of the tender are breached.

15.2 When the service provider fails to comply with minimum service levels agreed upon.

15.3 Failure of the service provider to comply with statutory requirements shall constitute sufficient grounds for annulment of the award and forfeiture of service guarantee.

15.4 Notice with reasonable time will be given to bidder in case of forfeiture of Performance Guarantee.

15.5 The Performance Guarantee shall be valid for 60 days beyond completion of work and shall be refunded after successful completion of work provided there is no breach of tender terms. No interest shall be paid on the Performance/ Service Guarantee.

16. The unsolicited bids shall be rejected by the High Commission.



(Shivji Tiwari)
Head of Chancery

Shivji Tiwari
Head of Chancery
High Commission of India
Singapore

Annexure A

**Name of Work: - Repair works in Master Bathroom at India House at No. 2
Pierce Road, Singapore 248554. .**

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 works in Master Bathroom at India House at No.
2 Pierce Road, Singapore 248554” by High Commission of India, Singapore
239702 shall remain valid till 30th October 2023. I undertake that I will not
withdraw or modify my bid till 30th October 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

Sample for Quotation (on the letterhead of company)

Sr. No.	Item particulars	Rate (in S\$)
1.	Removal & demolish existing timber decking, sunken bath tub and part of granite wall finishes, to receive new concrete slab to match existing Master Bathroom level.	
2.	Provide labour, material & tools to slab over, to seal up the existing sunken slab with 200mm thick concrete slab (including rebar, concrete and formworks).	
3.	To apply cementitious waterproofing to slab and 300mm upturn to wall.	
4.	To engage plumber to provide incoming water supply piping works for new shower and electrician for the electrical supply to new lightings and terminate existing decorative lighting on the floor.	
5.	Supply and install a new Rain Shower set.	
6.	Supply & install new light in the shower area.	
	GST (if applicable)	
	TOTAL	

(Signature & Stamp of the authorized person/ company)

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