

2-10/EOISMOS/2020-21/017

Embassy of India, Moscow

Notice Inviting Bids

The Embassy of India, Moscow invites bids from interested parties for the following items to be supplied for the need of Embassy of India School Moscow located at 10/2, Bolshaya Dorogomilovskaya Street, Moscow:

- A) Student's Single Seater Chair - 100 nos. as per the following specification.
B) Student's Single Seater Desk - 100 nos. as per the following specification.

PARTICULARS	LENGTH	BREADTH (WIDTH)	HEIGHT	MATERIAL OF THE BODY	MATERIAL OF THE PROFILE
Student's single seater chair	400 mm	400 mm	780 mm	Chipboard	Metal profile painted with black enamel (Matt finish)
Student's single seater Desk	610 mm (top)	457 mm	750 mm		

2. The quotation should contain the following terms & conditions clearly:

- Price per Chair & desk separately;
- Exact time duration for executing the work order;
- Charges for delivering the items, lifting to the V floor and assembling the furniture;
- Mobilization advance if any;

3. The schedule of payment for the work will be done in the following manner:

- Mobilization advance will be paid within 3 days of the signing of the contract. The contractor will be required to furnish bank guarantee for the same amount.
- Final payment will be paid on completion of the work to the satisfaction of the Embassy of India School.
- Any delay in the completion of work beyond the agreed duration would lead to deduction in payment @ 1% of total value of contract per day of delay.

4. Interested parties may visit the site and ascertain the scope of work for formulating their quotation from **17.05.2021 to 28.05.2021**. A prior appointment should be made with Embassy of India School Moscow (Tel. No. 499-2406437) for this purpose.

5. Parties are required to submit their bids in a sealed envelope (**Title: Student's Single Seater Chair & Desk for the Embassy of India School Moscow located at 10/2, Bolshaya Dorogomilovskaya Street Moscow**) describing in detail the breakup of the required work along with the cost of each component. The bids should be valid for a period of three months from the date of the opening of bids.

6. The sealed envelope should be submitted to the attention of the Head of Chancery, Embassy of India, Moscow latest by **08.06.2021** accompanied with the proof of payment of Rbls. 20000/- to the Embassy of India School, Moscow vide bank transfer (Bank details can be obtained from the Embassy while visiting the site for inspection). The amount of Rbls. 20000/- will be treated as earnest money deposit/bid security and would be returned to all the unsuccessful bidders within 30 days after finalization of the contract with the successful supplier.

7. The successful bidder shall be obliged to deposit an amount equivalent to 5% of the value of the contract to be awarded as performance security. The performance security shall remain valid for a period of 60 days beyond the completion of all contractual obligations of the supplier. The bid security shall be refunded to the successful bidder on the receipt of the performance security.

8. Representatives of all the bidding parties can be present at the time of the opening of the bids. The bids shall be opened on **09.06.2021 at 10:30 hrs.** at the Embassy of India, Moscow, Vorontsovo Pole, 6-8. The work shall be offered to the lowest bidding party.

(Ved Prakash Singh)

Head of Chancery

Date: 17.05.2021