

Tender No.: JAK/POL/551/01/2024 dated 30-01-2024

**EMBASSY OF INDIA
JAKARTA**

Tender for Repair and Maintenance of Water body in India House, Jakarta

Last date for submission of bids: 20-02-2024

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| Contact Person | Mr. Danang (+62-859-5156-2011) |
| Tender Inviting Authority | The HOC, Embassy of India, Jakarta, Gama Tower, 28th floor, Jl. HR. Rasuna Said Kav. C22, Karet Kuningan, Setiabudi, Kota Jakarta Selatan, Jakarta 12940 |



**Embassy of India
Jakarta**

Notice inviting tender for Repair and Maintenance of Water body

Sealed quotations are invited from reputed and experienced companies/firms for carrying out Repair and Maintenance services of water body at India House, Jl. Taman Suropati No.6, RT.5/RW.4, Menteng, Kec. Menteng, Kota Jakarta Pusat, Daerah Khusus Ibukota Jakarta 10310.

1. SCOPE OF WORK:

The water body is located at India House, Jakarta in front of Gazebo. The floor of the water body has to be raised to reduce its depth and make it safer. The entire water body needs to be improved and upgraded.

2. VALIDITY OF BIDS

Bids shall remain valid and open for acceptance for a period of 90 days from the last date of submission of Bids.

3. EARNEST MONEY DEPOSIT: EMD of 3% in the form of Bankers Draft/Bank Guarantee having validity of six months drawn in favour of the Embassy of India, Jakarta has to be submitted along with tender bids. Bids not supported by EMD will not be considered. EMD is liable to be forfeited if the tenderer withdraws, impairs or derogates from this tender within the period of validity of this tender. EMD of unsuccessful bidder shall be returned soon after the completion of tendering process. No interest is payable on EMD.

4. PERFORMANCE GUARANTEE/SECURITY: At the time of award of contract, the companies shall be required to submit performance guarantee in the form of banker's cheque, bank draft or bank guarantee equal to 5% of the value of the contract. The Performance Guarantee shall remain valid for a period One year beyond the date of completion of all contractual obligations

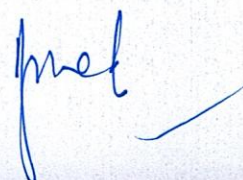
5. SUBMISSION OF BIDS

(a) Prospective bidders are requested to submit their bids to Head of Chancery (HOC), Embassy of India, Jakarta, by **17:00 hrs on 20.02.2024.**

(b) No Tender Documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances what so ever. The tender shall be submitted in one sealed envelop containing two envelopes consisting of Tender documents and EMD. The Envelop shall be properly sealed with "Bid for Repair and Maintenance services of water body at India House" written on top.

6. MINIMUM ELIGIBILITY CRITERIA

- (a) The Bidder/Bidding Firm shall necessarily be a legally valid entity.
- (b) The firm must have valid VAT registration (Attach proof with the bid).



(c) The firm should submit a detailed company profile demonstrating its technical, professional and practical experience of having completed similar works costing not less than estimated work of this tender during last three years (Attach name of the clients).

7. Site inspection relating to the work can be done on any working day between 10AM and 4 PM with prior appointment [Contact details: Mr. Danang (+62-859-5156-2011)]

8. OTHER REQUIREMENTS:

Bidder should have the technical capacity, resources and good experience in undertaking works of similar nature of repair/maintenance of water body. The Contractor shall meet all the standards of the performance identified below:

(a) **WORK SCHEDULE:** The prospective bidders may indicate working days and hours that may be required, as per their assessment, for undertaking the work.

(b) **WORK ETHICS:** The contractor shall maintain discipline at the site and shall take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct by Contractor employees at the site. The contractor shall preserve peace and protect persons and property at site. The Embassy reserves the right to direct the Contractor to remove an employee for the work-site for failure to comply with the standards of conduct. The contractor shall immediately replace such an employee to maintain continuity of services at no additional costs to the Embassy. The Contractor's employees shall wear clean, neat and complete uniforms when on duty.

(c) **ACCESS CONTROL:** Access to the premises at all times should be with the approval of Security Guard/Caretaker or residents of the building/property. The contractor shall comply with all labour laws and relevant rules and regulations as per local laws. After award of contract the contractor shall provide the list of date of each employee working under this contract including the details of supervisors.

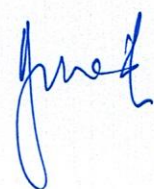
(d) **MATERIAL AND EQUIPMENT :** The Contractor shall provide all necessary materials and equipment for carrying out the work allocated as per the scope of work.

(e) The Contractor agrees that the Embassy shall not be responsible for personal injuries or for damages to:

- Any property of the contractor
- Its employees, agents, servants, employees or any other person
- Arising from and incident to the contractor's performance of this contract

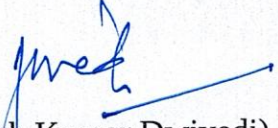
The contractor shall hold harmless and indemnify the Embassy from any and all claims.

(f) **LAWS AND REGULATIONS:** Without any additional expense to the Embassy, the Contractor shall comply with all laws, codes, ordinances and regulations required to perform this work. If there is a conflict between the contract and requirements of local laws, the contractor shall promptly advise the Embassy through Head of chancery of the conflict and of the contractor's proposed course of action for resolution by Embassy. The Contractor shall comply with all local laws, regulations, customs and practices pertaining to labour, safety and similar matters.



9. Interestet parties may send their bids/quotations in sealed envelopes, addressed to "Head of Chancery", Embassy of India, 28 Floor, Gama Tower, Jl. HR. Rasuna Said Kav. C22,RT.2/RW.5, Karet Kuningan, South Jakarta City, jakarta-12940, latest by **20.02.2024**

10. The Embassy of India, Jakarta, reserves the right to reject any bid at any stage of the bidding process without assigning any reasons whatsoever.



(Rajesh Kumar Dwivedi)
Second Secretary & Head of Chancery
Embassy of India Jakarta