



EMBASSY OF INDIA BEIJING

**INVITES QUOTATIONS
FOR REPAIR OF FLOORING IN BALCONY AT EMBASSY RESIDENCE,
1 RITAN DONG LU BEIJING CHINA
TENDER NO. PEK/GEN/872/32/94**

LAST DATE FOR SUBMISSION OF BIDS

16th September 2016 UP TO 1000 HRS (BEIJING TIME)

DATE OF OPENING BIDS

16th September 2016 AT 1600HRS (BEIJING TIME)

**EMBASSY OF INDIA BEIJING, NO.5, LIANG MA QIAO BEI JIE, CHAOYANG
DISTRICT, BEIJING 100600 TEL-00-86-10-8531 2500/2501/2502/2503**

Invitation for Bids

Indian Embassy, Beijing invites Bids / Quotations from reputed agencies based in China with background in construction building work.

1. Eligibility criteria for bidders:

- The company should have experience in providing construction building work for a minimum of 5 years and applicant should have valid permit / registration from a competent local authority for construction work.

2. Scope of Work:

Total area 185 Sq mtr.

S.No.	Description of work
1.	Tiles in the balcony on 2 nd floor are damaged resulting in leakage. All the tiles need to be extracted, leveling of balcony, water proofing and fixing new tiles, waste residue removal

3. **Bid system:-** The bidder company shall submit its offer in an envelope, superscripted as “Tender Quotation for repairing of balcony on 2nd floor of Embassy Residence”. It should also be superscripted at the bottom left corner with the Full name, Postal address, Fax, E-mail, Telephone number of the bidder;

- i. The sealed bid shall be submitted to **The Head of Chancery, Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600;**
- ii. Contact person Mr. Mohit Mohan, Property Assistant-I, Phone No.0086-10-85312552 Email: attache.projects@indianembassy.org.cn
- iii. For Chinese speaking : Please contact Ms Zhang Ke 0086-10-85312569
- iv. The bid may be submitted by Hand in person or by courier. The bids by “Fax / E-mail” shall not be accepted;

- v. Bid received after the closing date and time as prescribed in the tender notice, shall **NOT** be accepted under any circumstances;
- vi. Bid shall be opened on the date and time as given in the tender notice at **Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600**, in the presence of the authorized representatives of the companies, who may wish to attend.
- vii. The bid has to be submitted as per the format specified at 'Annexure I';

Annexure- I

PROFORMA TO BE FILLED UP AND SUBMITTED IN THE BID

1.	Name of the Bidder Agency/Company.	
2.	Address of the Bidder Agency/Company.	
3.	Contact details of the Bidding Agency/Company.	
4.	Registration and incorporation particulars of the Agency/Company.	
5.	Period of Bid validity.	
6.	Experience in construction work (No. of years).	

Description	Amount incl. VAT (RMB)
Total charges for repair work as per Scope of work.	
Total=	

Declaration

I hereby certify that the information furnished above is full and correct to the best of my knowledge.

(Signature of the authorized signatory)

Dated _____

Name and address of the Agency/Company _____

Seal of the firm