



CONSULATE GENERAL OF INDIA  
GUANGZHOU

INVITES BIDS  
FOR

EXTENSION OF MULTI-PURPOSE HALL OF THE CONSULATE

TENDER NO. GUAN/ADMN/872/01/2022  
Date: 27 JUNE, 2022

LAST DATE FOR SUBMISSION OF BIDS  
18 JULY, 2022 UP TO 1730 HRS (GUANGZHOU TIME)

DATE OF OPENING BIDS FOR TECHNICAL EXAMINATION  
19 JULY, 2022 AT 1600HRS (GUANGZHOU TIME)

## NOTICE INVITING TENDER

Consulate General of India, Guangzhou invites sealed bids from reputed companies for extension of Multi-Purpose Hall of the Consulate at 14<sup>th</sup> Floor, HNA Tower, 8 Linhe Zhong Road, Tianhe District, Guangzhou.

2. The tender documents can be downloaded from the Consulate's official website: <https://www.cgiguangzhou.gov.in/> and GOI's CPP Portal: <https://eprocure.gov.in/epublish> from 27 June, 2022 to 18 July, 2022. No fee will be charged for the tender documents.

3. **Bid system:** Bidders shall submit their bid in a large sealed envelope super-scribed with "Extension of Multi-Purpose Hall of the Consulate" which shall have following three sealed envelopes inside:

- **Envelope A:** Should contain "Bids Securing Declaration (BSD)". The format for BSD is at Annexure-I.
- **Envelope B:** Should contain the duly filled-in Technical Bid Proforma (Annexure-II) complete in all respects along with all the supporting documents. This envelope should be superscripted "Technical Bid for Extension of Multi-Purpose Hall of the Consulate".
- **Envelope C:** Should contain the duly filled-in Financial Bid Proforma (Annexure-III). This envelope should be superscripted "Financial Bid for Extension of Multi-Purpose Hall of the Consulate".

4. Interested firms may send their representatives for inspection of the site and ascertain actual scope of work by prior appointment [contact person: Ms. Wing Chen, E-mail: [adm2.guangzhou@mea.gov.in](mailto:adm2.guangzhou@mea.gov.in); Tel No. 85501501 Ext. 114] before submitting sealed bids.

5. All the envelopes should be superscripted at the bottom left corner with the Full name, Postal address, Fax, E-mail, Telephone number of the Agency/Company.

6. The sealed bids shall be submitted to the **Head of Chancery, Consulate General of India, Guangzhou, 14<sup>th</sup> Floor, HNA Tower, 8 Linhe Zhong Road, Tianhe District, Guangzhou-510610**. The bid may be submitted by Hand in person or by courier. The bids by 'Fax / E-mail' shall not be accepted.

7. Bids received after the closing date and time as prescribed in the tender notice, shall **NOT** be accepted under any circumstances.

8. The bid has to be submitted as per the format specified at the Annexes with all the supporting documents. The bid is to be submitted either only in English or in Bilingual (English and Chinese) format. The cost of translation of the documents shall be borne by the bidder. In case of any discrepancy between the English and the Chinese version, the English version shall prevail.

9. Firstly, the envelope containing the BSD would be opened. No bid will be accepted without BSD and will be rejected at once. Technical Bids of only those bidders will be opened who have submitted BSD. Then, Financial Bids of only the technically qualified bidders would be opened.

10. Technical bid shall be opened on the date and time as given in the tender notice on the first page at the Consulate General of India, Guangzhou, 14<sup>th</sup> Floor, HNA Tower, 8 Linhe Zhong Road, Tianhe District, Guangzhou-510610, in the presence of the authorized representatives of the companies, who may wish to attend.

11. Financial bid shall be opened on the date and time, to be communicated later, at Consulate General of India, Guangzhou, 14<sup>th</sup> Floor, HNA Tower, 8 Linhe Zhong Road, Tianhe District, Guangzhou, in the presence of the authorized representatives of the companies, who qualify the technical bids and wish to attend.

12. The Consulate reserves the right to reject any or all bids/offers without giving any notice or assigning any reason thereof. The decision of the Consulate in this regard will be final and binding upon the bidders.

13. The important schedules and dates are as under:

<b>S. No.</b>	<b>Key event</b>	<b>Dates</b>
1.	Tender publish date	27 June, 2022
2.	Bid submission start date	27 June, 2022
3.	Bid submission end date	18 July, 2022
4.	Opening of technical bids	19 July, 2022 by 1600 hrs
5.	Opening of financial bids	Date to be intimated later (only to technically qualified bidders)

14. Queries, if any, may be addressed to the undersigned at [hoc.guangzhou@mea.gov.in](mailto:hoc.guangzhou@mea.gov.in).

Sd/-  
(Aliawati Longkumer)  
Head of Chancery  
**Consulate General of India, Guangzhou**  
**14<sup>th</sup> Floor, HNA Tower, 8 Linhe Zhong Road,**  
**Tianhe District, Guangzhou-510610**

## TERMS AND CONDITIONS

1. The submitted bid documents shall be neatly arranged, plain and intelligible. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the tender. The conditional tender will be summarily rejected. Insertions, postscripts, additions and alterations shall not be recognized, unless confirmed by bidder's signature.
2. Bidders who are recognized / registered with Government of the People's Republic of China and who have carried out similar works for reputed clients including International organizations, Diplomatic Missions, etc shall submit their bid. The bidder shall submit documentary evidence in respect of their technical capabilities and experience in providing of similar services.
3. Any tender received by the Consulate after the deadline for submission of tenders will not be accepted.
4. The firms concerned will be fully responsible for the safety and insurance of its employee, during the period when the work is carried out at the Consulate.
5. In case of any ambiguity/dispute in the interpretation of any of the clauses in this tender document, Consulate's interpretation of the clauses shall be final and binding on all parties.
6. The Consulate reserves the right to terminate the contract at any point of time during the tenure of contract if the services are not found satisfactory or the contractor dishonors the contract. Decision of the Consulate in this regard shall be final and binding upon the contractor.

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## GENERAL CONDITIONS OF CONTRACT

### 1. **Prices**

- a) Price quoted by the bidder and agreed to by the Consulate shall be considered final and no price escalation will be permitted thereafter.
- b) Bidders must quote the price in the format given in Contract price schedule at Annexure-III of this document.
- c) All prices are to be quoted in Renminbi only.

2. **Validity of Bids** - The Bid shall remain valid for a period of 02 months from the date of the opening of the bid or up to any mutually extended period.

3. **Taxes and duties:** The bidder should submit their quote indicating lump-sum fees for the whole work, inclusive of VAT.

4. **Completion of work:** The work is to be completed within 14 working days after award of the work order.

5. **Liquidated damages:** Liquidated damages shall be levied on Contractor for delay in completion if it is ascertained that contractor is responsible for delay. The rate of liquidated damages shall be calculated @ 0.5% per week limited to maximum of 10% of the accepted tender cost.

6. **Force Majeure:** Consulate General of India, Guangzhou may consider relaxing the penalty and work requirements, as specified in this document, if and to the extent that, the delay in performance or other failure to perform its obligations under the contract is the result of a Force Majeure. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of nature (like earthquake, floods, storms, etc.), acts of states, the direct and indirect consequences of wars (declared or undeclared), hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises.

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## **SCOPE OF WORK**

1. Removal of existing dry walls, door and glass window/frame of the Indian Store.
2. Supply and installation of foldable/sliding door partition in place of the existing half sliding door/partition.
3. Supply and installation of toughened/tampered glass wall (floor to ceiling) and glass door (with frosting) as partition between office space (Unit 1409) and the Multi-Purpose Hall.
3. Shifting the existing AC/temperature control panels/switches, switch boards, light switches, wiring etc from the existing dry walls.
4. Replacement of old warm white lights in the Indian Store with daylight LED lights to match with the lights in the Multipurpose Hall.
5. Restructure the ceiling of the Indian Store and the ceiling outside the Indian Store to match with the ceiling of the Multi-Purpose Hall.
6. Provision of all necessary material, transportation and labor for the said work.
7. Any other related repairs/works as necessary caused due to above works.
8. Clearance/removal of debris and haulage from site.

**Note: All access permits/health compliance etc for materials and personnel from the HNA Tower building management (including payment, if any, for availing these services) would be sole responsibility of the selected bidder.**

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**BIDS SECURING DECLARATION**

I/we accept that if I/we withdraw or modify Bids during the period of validity or if I/we are awarded the contract and I/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/we will be suspended for the period of 02 years from being eligible to submit Bids for contracts with Consulate General of India, Guangzhou.

Date:

Place: Guangzhou

(Signature of authorized signatory)

Name & Designation:

Company seal:

**TECHNICAL BID PROFORMA**

1.	Name of the company	
2.	Registered address of the company	
3.	Contact details a) Telephone Nos. b) Mobile Nos.	
4.	E-mail IDs	
5.	Company profile, Registration Certificate, Business Permit etc (copies of documents to be enclosed)	
6.	Experience details	
7.	Any other information/document which you consider necessary to furnish	

**UNDERTAKING**

1. The above quoted prices are complete in all respect as per Scope of work mentioned in the tender document.
2. Certified that rated quoted for the above work are as per details, terms and conditions mentioned in the tender document.

Date:

Place: Guangzhou

(Signature of authorized signatory)

Name & Designation:

Company seal:



**FINANCIAL BID PROFORMA****FORMAT FOR SUBMITTING THE QUOTATION FOR EXTENSION OF MULTI-PURPOSE HALL OF THE CONSULATE**

<b>S. No.</b>	<b>Work description</b>	<b>Quality of materials</b>	<b>Amount (in RMB)</b>
1.	<ul style="list-style-type: none"> <li>• Removal of existing dry walls, door and glass window/frame of the Indian Store.</li> <li>• Supply and installation of foldable/sliding door partition in place of the existing half sliding door/partition.</li> <li>• Supply and installation of toughened/ tempered glass wall (floor to ceiling) and glass door (with frosting) as partition between office space (Unit 1409) and the Multi-Purpose Hall.</li> <li>• Shifting of existing AC/temperature control panels/switches, switch boards, light switches, wiring etc from the existing dry walls to appropriate locations.</li> <li>• Replacement of old warm white lights in the Indian Store with daylight LED lights to match with the lights in the Multipurpose Hall.</li> <li>• Restructure the ceiling of the Indian Store and the ceiling outside the Indian Store to match with the ceiling of the Multi-Purpose Hall.</li> <li>• Provision of all necessary material, transportation and labor for the said work.</li> <li>• Any other related repairs/works as necessary caused due to above works.</li> <li>• Clearance/removal of debris and haulage from site.</li> </ul>	As indicated during site visit.	
		<b>Total</b>	
		<b>VAT</b>	
		<b>Grand Total</b>	

Note 1: The above quoted prices are complete in all respect as per Scope of work mentioned in the tender document.

2. Certified that rated quoted for the above work are as per details, terms and conditions mentioned in the tender document.

Date:

Place: Guangzhou

(Signature of authorized signatory)

Name & Designation:

Company seal: