

**Notice Inviting Tender (NIT)**

**Supply and Installation of Collapsible gate at High Commission of India,  
Maldives building at Hulhumale**

**HIGH COMMISSION OF INDIA, MALE (MALDIVES)**



सत्यमेव जयते

**REFERENCE NO. MAL/DA/551/35**  
**BID SUBMISSION LAST DATE: 04.01.2024**

**HIGH COMMISSION OF INDIA  
MALE', MALDIVES**

**TENDER DOCUMENT**

**Supply and Installation of Collapsible gate at High Commission of India, Maldives building at  
Hulhumale**

**CRITICAL DATE SHEET**

1	Date of Issue of Tender	<b>14.12.2023</b>
2	Bid Document Download / Sale Start date	<b>14.12.2023</b>
3	Date of Pre Bid Conference- For clarifying issues and doubts, if any, about specification of items and services projected in Bid document	<b>No</b>
4	Bid submission End Date	<b>1700 hrs. 04.01.2024</b>
5	Date of opening of Technical bid	<b>1400 hrs. 08.01.2024</b>
6	Date of informing qualified bidders for opening of financial bids	<b>11.01.2023</b>
7	Date of opening of financial bids	<b>1400 hrs. 15.01.2024</b> <b>Bidders may depute their representatives to be present at the time of opening of bids</b>
8	Validity of Bid	<b>180 days</b>

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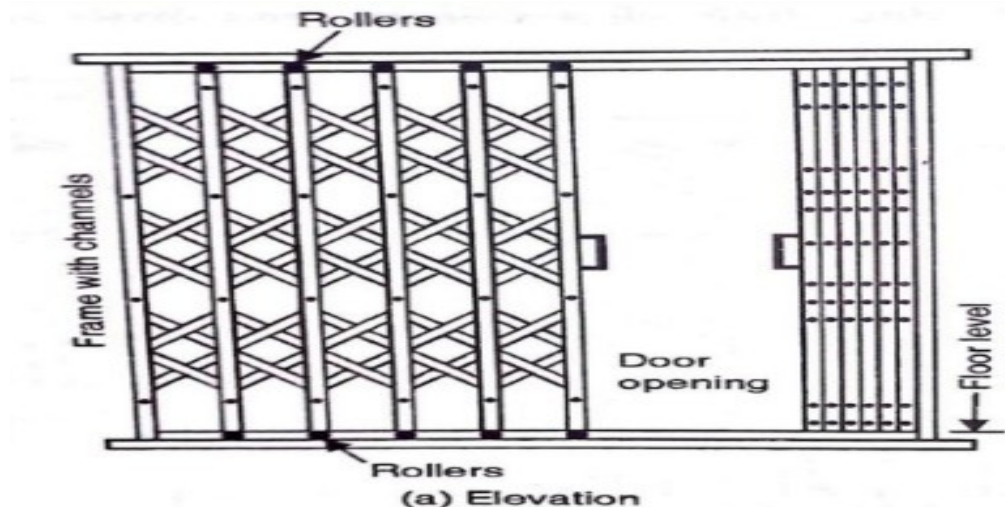
**Government of India  
Ministry of External Affairs  
High Commission of India  
Male', Maldives  
Dated: 14.12.2023**

**Scope of Work**

**Supply and Installation of Collapsible gate at High Commission of India, Maldives building at Hulhumale**

**1. The scope of work of the bidder in brief is enumerated below:**

- (a) **Particulars of the Spot to be Strengthened.** Three Shutters in the ground floor of Chancery Building.
- (b) **Dimensions of the Shutters to be Strengthened.** Dimension of all three shutters are 14.5 x 8 feet, 11.5 x 8 feet & 10 x 8 feet.



- (c) **Material to be Used/ Terms & Conditions.**
- (i) Outer Frame should not be less than 2¼ inches.
  - (ii) Springs gate channels should be more than ¾ inches.
  - (iii) Flate bar thickness should not be less than 5 mm.
  - (iv) Flate bar width should not less than 2½ inches.

- (v) Lockable alongwith heavy duty lock.
- (vi) Material should be MS (Mild Steel) or better and corrosion free.
- (vii) The collapsible gate should not cover more than 1.5 feet area at each end when is opened.
- (viii) At least one-year warranty against any defect.
- (ix) HCI will not provide any men or material required for completion of the above work.
- (x) Bidders are requested to take exact measurements before submitting the bids for work of supply and installation of Collapsible Gate.

**Other Terms and Condition:**

1. The above mentioned item should be supplied to the complete satisfaction of the officer-in-charge of work conforming to the Standard Specifications.
2. It shall be the responsibilities of the vendor/supplier to ensure that no damage is caused during the transportation of above mentioned items. High Commission will not accept any damaged/faulty items and will not pay for the same until the vendor replace the damaged item.
3. The supplier will be fully responsible till the above mentioned items reaches the given location/address. In case the item is not as per specification, the same shall be replaced by the vendor/supplier. High Commission will not be responsible for any theft or loss at any stage before handing over of the consignment at the delivery address.
4. The supply of above mentioned items should be commenced immediately from the date of issue of work order and must be completed within stipulated time (**90 days**) from the date of receipt of work order.
5. If the successful bidder fails to supply the ordered item within the stipulated time period of 90 days, liquidated damages equivalent to 1% (one percent) of contract/bill value shall be charged per week and deducted from the bills of the contractor subject to maximum of 10% of contract/bill value. If any of the assigned work is not found satisfactory or damages to the items are recorded within 7 days delivery of items, an appropriate amount shall be deducted for every major deficiency/damage from final settlement of payment. The amount to be deducted for damage/deficiency will be arrived at after mutual discussion.
6. No compromise will be accepted in respect of quality and specification of the above mentioned items.
7. The vendor/supplier shall be liable for any issues arising in relation to any payment of taxes, custom duty etc.

8. Vendor/supplier will be fully responsible for ensuring the warranty of each equipment as promulgated by original manufacturer.
9. Vendors/supplier will be fully responsible for showing the correct operability of the equipment at the time of delivery of items.
10. The rates provided for items/works as mentioned in scope of work must be on CIF basis including cost of items, cost of transportation, insurances, customs duties if any, taxes, loading and unloading, packing etc. and will be managed by vendor completely. No extra amount will be paid to the vendor over the rates quoted by the vendor/supplier/tenderer.
11. Approving authority reserves the right to reject any or all the work order without assigning any reason.



**Head of Chancery  
High Commission of India  
For and on behalf of the President of India**

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**Government of India  
Ministry of External Affairs  
High Commission of India  
Male', Maldives**

**14.12.2023**

**NOTICE INVITING TENDER (NIT)**

1. Sealed tenders from reputed, well experienced and financially sound Indian and Maldivian vendors/suppliers/firms registered with the Indian/Maldivian Govt. departments are invited by High Commission of India, Maldives on behalf of the President of India, under **Two Bid System i.e; Technical Bid and Financial Bid for Supply and Installation of Collapsible gate at High Commission of India, Maldives building at Hulhumale.**
2. The Time Period for execution of work is within 90 days from the date of issue of Work order.
3. **Document Download:** Tender documents may be downloaded from the website of Indian High Commission (<https://hci.gov.in/male/?0208?td0>); and website of Central Public Procurement Portal (<https://eprocure.gov.in/epublish/app>) as per the schedule given in CRITICAL DATE SHEET.
4. Interested vendors/supplier may submit/deposit the tender documents complete in all respects and other requisite documents **keeping in view the critical dates as mentioned on Critical Date Sheet.**
5. No tender shall be entertained after this deadline under any circumstances what so ever.
6. At the second stage, financial bids of only those technically acceptable offers would be opened after intimating them the date and time of opening the financial bid for further evaluation and ranking before awarding the work order to successful bidder. Bidders may depute their representatives to be present at the time of opening of financial bids.
7. The High Commission of India reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the High Commission of India, Maldives in this regard shall be final and binding on all parties in all circumstances.



**Head of Chancery  
High Commission of India  
For and on behalf of the President of India**

**Additional Details:**

1. The system adopted for tendering will be **Two Bid System** (simultaneous receipt of separate technical and financial bids) with **Technical Bid** consisting of all technical details along with terms and conditions; and **Financial Bid** indicating **lump sum price** for all the Items mentioned in the technical bid. Technical Bid should contain all technical details of services and solutions to be provided along with documentary proofs. Financial bid should indicate **lump sum price** and other commercial/financial terms against the items mentioned in the Technical Bid.
2. The technical bid and the financial bid should be sealed by the bidder in separate covers duly super- scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed. The technical bids will be opened at the first instance and evaluated by a competent committee. At the second stage financial bids of only those technically acceptable offers would be opened after intimating them the date and time of opening the financial bid for further evaluation and ranking before awarding the work to successful bidder.
3. **Bid Security Declaration:** Every bidder must sign the Bid Security Declaration in the format attached at.
4. Address for communication, areas given below: -  
**Contact Details:**  
Contact Person: **Head of Chancery**  
Address: **High Commission of India, Lot No. 11499, Goalhi 4, Hithigas Maagu, Hulhumale**, Republic of Maldives, Tel: +960-4004176-77 Email: [hoc.male@mea.gov.in](mailto:hoc.male@mea.gov.in)  
Mobile: +960 7208125
5. **Tender Fee- NIL**
6. **PERIOD FOR VALIDITY OF TENDER DOCUMENTS: 180 days**
7. **Technical Bid**
  - a. All documents should be duly signed.
  - b. **Each page of Technical and Financial documents along with the supporting documents must be signed and stamped.**
  - c. Bidding Agency will not transfer, assign, pledge or sub-contract the work awarded/ to be awarded.
  - d. The Bidding Agency will be bound by the details furnished by him/her in the bid . In case, any document furnished by him/her is found false at any stage, it would be deemed to be breach of terms & condition of work order making him/her liable for legal action besides termination of work order.

- e. In case of tie in the rates, the work will be awarded to the Bidding Agency who have higher work experience and higher value of the work of similar nature executed in the past,
- f. The Bidding Agency shall maintain all statutory records required under the applicable law of Republic of Maldives/Government of India. The agency shall produce the same, on demand, to the concerned authority of this Department or any other authority under law. A compliance certificate in this regard will be needed along with the bills.
- g. The Bidding Agency will be responsible for compliance of all statutory provisions relating to Service tax, GST as per the Republic of Maldives/ Government of India.
- h. Conditional bids will not be considered and will be rejected in the first instance.
- i. The bidders shall be responsible for faithful compliance of the terms and conditions as mentioned in the tender document.
- j. In case of any dispute on bid documents, the decision of competent authority in the Mission will be final and binding.

**NOTE: - Documentary evidence is required to establish the eligibility requirement for the conditions mentioned in Technical Bid.**

**8. RIGHT TO ACCEPT OR REJECT TENDER**

- (i) The right of acceptance of tender will rest with The High Commission of India, Male', Maldives
- (ii) The High Commission of India Maldives reserve the right to accept the whole or any part of the tender and tenderer shall be bound to perform the same at the rates quoted. All the tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect shall be liable to be rejected.

**9. Non Disclosure Undertaking:**

By submitting the bid, bidding agency is bound to a Non Disclosure arrangement that the information shared by the High Commission during any stage of tendering and completion of work will not be shared with any party neither during the tendering period nor in future.

**10. BIDDER TO GET INFORMED HIMSELF FULLY:**

The authorized signatory of bid document will be deemed to have carefully read and understood the tender documents along with the terms & conditions and thereafter has filed the tender document for bid process.



**11. PAYMENT SCHEDULE:**

1. **50% of total amount after supply of the collapsible gate at the premises of of High Commission of India.**
2. **Remaining 50 % after 15 days from the date of successful installation.**

**12. FORCE MAJEURE:**

Any delay due to Force Majeure will not be attributable to the bidder. Force Majeure events shall mean one or more of the following acts or events: Acts of God or events beyond the reasonable control of the Affected Party which could not reasonably have been expected to occur, exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts (other than those involving the Supplier or its employees / representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Project for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents rendering of supplies or specified services by the Supplier for a period exceeding a continuous period of 7 (seven) days.

**13. LEGAL/Disputes & Differences:**

Decision of The High Commission of India, Maldives shall be final and binding on all the bidders. However, any dispute can be referred to an Arbitrator, and will be settled according to the Government of India's Rules and Regulations and not according to Local Laws of the Maldives.



**Head of Chancery  
High Commission of India  
For and on behalf of the President of India**

**PART-I  
(Technical Bid)**

**A. FORM OF TENDER**

**To,  
Head of Chancery  
High Commission of India,  
Male, Maldives**

Dear Sir,

Having examined the specifications, and schedule of quantities relating to the works specified in tender document hereinafter set out and having visited and examined the site of the works specified in the said document having acquired the requisite information relating there to as affecting the tender, we hereby offer to supply and execute the works specified in the said tender document, within the time specified at the rates mentioned in the attached schedule of quantities and in all respects with the specifications, designs and instructions in writing referred to in conditions of tender.

<b>I.</b>	<b>Description of work</b>	<b>Supply and Installation of Collapsible gate at High Commission of India, Maldives building at Hulhumale</b>
<b>II.</b>	<b>Time allowed for completion of the work from tenth day after the date of written order to complete work commission final operations.</b>	90 days. In case of delay, penalty equivalent to 1% (one percent) of contract/bill value shall be charged per week and deducted from the bills of the contractor subject to maximum of 10% of contract/bill value.
<b>III.</b>	<b>Replacement of faulty gate under the warranty period</b>	Free replacement will be provided in case of any defect/fault/failures related to the system commissioned within the warranty period.

2. Should this tender be accepted, we hereby agree to abide by and fulfil the terms and conditions of the tender so far as they may be applicable.

3. We are enclosing herewith duly filled up proformas with complete details and documentary evidence.

4. The Tender is submitted in two parts in separate sealed envelopes. **Part-1** contains all commercial terms and conditions and technical particulars and **Part-2** contains only the Price/Financial Bid in the Embassy's proforma.

5. We have visited the site and gone through the terms & conditions stipulated in the tender document and confirm to abide by the same.

Regards,

Yours faithfully

**Signature of bidder**  
**(Name of the contractor/bidder of the firm authorised to sign with company seal)**  
**Date:\_\_\_\_\_**

**(Signatures, Name, addresses, Mobile No. of witnesses)**

**B. Proforma I**

**A. APPLICATION FOR TENDER**

1	Name of Tendering Company/Firm/Agency	
2	Name of proprietor/Director of Company/Firm/Agency)	
	Type of Firm (whether PSU/Proprietary/ Partnership etc.)	
3	Full Address of Regd. Office:	
	Telephone/Mobile No.	
	Fax No.	
	E-mail Address	
4	Full Address of local Branch office	
	Telephone/Mobile No.	
	Fax No.	
	E-mail Address	
5	Banker of Company/Firm/Agency (full Address)	
	(a) Telephone Number of Banker	
6	GST Registration Number/TIN number, if any (Attach attested copy)	

**(Signature of the Bidder, with official Seal)**

**C. Proforma II**

Name of Bidding Firm .....

<b>Sl. No.</b>	<b>REQUIREMENT</b>	<b>COPY OF RELEVANT DOCUMENT</b>	<b>ENCLOSED YES/NO</b>	<b>PAGE NO. OF BID DOCUMENT</b>
1.	Bidding Agency should be registered with the appropriate registration authority.	Copy of Registration Certificate		
2.	Bidding Agency should be registered with Service Tax/sales tax/GST Authorities	Copy of Service Tax/sales tax/GST Certificate		
3.	Valid Certificate of Importer-Exporter Code (IEC) issued by competent authority	Copy of Certificate of Importer-Exporter Code (IEC)		
4.	PAN Card (Not Applicable for Maldivian)	Copy of PAN card		
5.	Bidding Agency should have completed similar work during the last three years	Copy of work order and completion certificate		
6.	IT returns/Annual Turnover for the last Three FY.	Certificate from Statutory Auditor		
7.	Declaration regarding black listing as per format attached	Declaration in enclosed format		

Date:  
Place:

(Signature of the Bidder, with official Seal)

**D. Proforma III**

**DECLARATION**

3. I, \_\_\_\_\_ Son/ Daughter of Mr. \_\_\_\_\_ signatory of the agency/ firm mentioned above, is competent to sign this declaration and execute this tender document:
4. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them:
5. My agency has not been blacklisted/ debarred from participating in tender of any Ministry/ Department of Government of India/Maldives and Government of India/Maldives undertaking in the last Three (3) Years as on date of opening of this Tender.
6. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
7. I/we are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
6. I/we by submitting the bid, will not share information with any party neither during the tendering period nor in future shared by the High Commission during any stage of tendering and completion of work.

Signature of authorized person(s)

**Date:**

**Full Name:**

**Place:**

**Seal:**

**E. Proforma IV**  
**Bid-Security Declaration**

To,  
Head of Chancery,  
High Commission of India, Male'  
Lot no. 11499, Goalhi 4, Hithigas Maagu  
Hulhumalé Phase - I, Maldives

Reference: Tender No. \_\_\_\_\_ dated \_\_\_\_\_

I/We hereby accept that I/We may be disqualified from bidding for any contract with High Commission of India (HCI), Male' for a period of two years from the date of disqualification as may be notified by HCI, Male' (without prejudice to HCI's rights to claim damages or any other legal recourse) if,

- 1) I am /We are in a breach of any of the obligations under the bid conditions,
- 2) I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- 3) On acceptance of our bid by HCI, Male', I/we failed to execute the agreement or failed to sign the contract, or to submit a performance security before deadline specified in the request for bid document.

Signature of authorized person(s)

**Date:**

**Full Name:**

**Place:**

**Seal:**

**(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid).**

**F. Proforma V**

<b>1</b>	<b>Material quality</b>	
<b>2</b>	<b>Brand of the item, if any</b>	
<b>3</b>	<b>Dimension of all three Gates</b>	<b>I. II. III.</b>
<b>4</b>	<b>Warranty period</b>	
<b>Detailed specification:</b>		
<b>S.No.</b>	<b>Details (kindly mention Yes or No)</b>	
<b>5</b>	<b>Is Outer Frame should not be less than 2¼ inches:</b> <b>Are springs gate channels more than ¾ inches:</b> <b>Is flate bar thickness less than 5 mm:</b> <b>Is flate bar width less than 2½ inches:</b> <b>Are the gates lockable alongwith heavy duty lock:</b> <b>Is the material corrosion free:</b> <b>Are the gates covering more than 1.5 feet area at each end when is opened:</b>	
<b>11</b>	<b>Other details, if any</b>	

**(Signature of the Bidder, with official Seal)**



**PART-II**  
**(Financial Bid)**

**Financial Bid Form**

Financial details (all inclusive) to be furnished by the bidders Supply and Installation of Collapsible gate at High Commission of India, Maldives building at Hulhumale: -

(Schedule of quantity)

sl.	Items	Qty	Rate on CIF basis at Male in US\$ / INR (All inclusive)
1.	<b>Cost of Supply and installation of</b>		
	(I) 14.5 x 8 feet sized collapsible gate	1	
	(II) 11.5 x 8 feet sized collapsible gate	1	
	(III) 10 x 8 feet sized collapsible gate	1	
	All labor/material/equipment/accessories, even not mentioned above		
2.	<b>Any other cost</b>		
	<b>Total</b>		

**(Signature of the Bidder, with official Seal)**