

**High Commission of India
Ottawa**

No. OTT/Prop/885/1/2021

09th September 2021

TENDER NOTICE

Subject: Notice for inviting tenders for supplying and installation of Canopy including sidewalls and strengthening of framework of canopy at 585 Acacia Avenue, Rockcliffe, K1M 0M5, Ottawa, Ontario.

The High Commission of India, Ottawa invites quotations from reputed firms for the supplying and installation of Canopy including sidewalls and strengthening of framework of canopy at 585 Acacia Avenue, Rockcliffe, K1M 0M5, Ottawa, Ontario.

Interested firms may send their representatives for inspection of the site and ascertain actual scope of work by prior appointment (contact person: Mr. Sanjay Kumar, Attaché (A&E), Tel: 613-744-3751/52/53) before submitting bids. The bids may be sent in sealed envelopes clearly mentioning on the envelope – ‘Bids for supplying and installation Canopy’. The bids may be addressed to:

Mr. Prabhat K. Jain
First Secretary (HOC)
High Commission of India
10 Springfield Road
Ottawa, Ontario-K1M 1C9.

Last date of receipt of bids is 30th September 2021 by 1200 hrs. Bid opening date will be 01st October 2021 at 1100hrs.



(Prabhat K. Jain)
Head of Chancery
High Commission of India, Ottawa
Tel: 613-744-3751
Email: hoc.ottawa@mea.gov.in

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SCOPE OF WORK

1. To replace existing the walkway canopy installed from main gate to doorway of India House with new one including sidewalls and remove the existing canopy;
2. To strengthen and secure the heavy metal poles supporting the framework for canopy;
3. There will be 05 year warranty for the quality of canopy material and one year on workmanship. In case of any defect, the contractor will take the corrective action without any cost to this office;
4. Remove any additional framework or other obstructions in the existing framework of canopy, if required;
5. Work must be properly done as per norms;
6. The work will be completed in 30 working days. There will be a penalty of 1% of contract value for per day of delay attributable to the contractor;
7. Contractor to obtain necessary City of Ottawa permits for the work as required, if any;
8. All electrical/civil work relating to removal of the existing canopy and installation of new canopy;
9. No advance payment is permissible. 90% payment will be made within 15 days of presentation of invoice after successful completion of the work and certification thereof by the High Commission of India in Ottawa and 10% payment will be made after 45 days of the completion of work; and
10. All rubbish is to be removed and discarded by the Contractor after completion of work.

Conditions:

1. There will be 5 year warranty for the quality of canopy material and one year on workmanship. In case of any defect, the contractor will take the corrective action without any cost to this office;
4. The High Commission of India, Ottawa will not be bound to accept the lowest bid nor to give a reason for rejection of any of the tenders.
5. Tenderer must obtain all relevant permissions from the relevant authorities concerning all details and costs and shall allow for same in their Bids.