OPEN E-TENDER NOTICE

Name of the work: Invitation of competitive bids for interior and exterior painting work at India House at 585 Acacia Avenue, Rockcliffe, K1M 0M5, Ottawa, Ontario.

The High Commission of India, Ottawa invites sealed bids from reputed and experienced housekeeping agencies for painting work at 585 Acacia Avenue, Rockcliffe, K1M 0M5, Ottawa.

2. 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, Assistant Attaché (Property), Tel: 613-7443751/52/53) before submitting bids. The bids may be sent in sealed envelopes clearly mentioning on the envelope – Tender S.No.08 and Quotation for Painting Work at 585 Acacia Avenue, Rockcliffe, K1M 0M5. The quotations may be addressed to:

Mr. Rakesh Mohan  
Head of Chancery  
High Commission of India  
10 Springfield Road  
Ottawa, Ontario-K1M 1C9.

3. Firms should provide details of experience in the field of work, and a list of similar works done by them in the last two years.

4. Last date of receipt of quotations will be 08.04.2020 by 1200 hrs.  

Bid opening date will be 09.04.2020 at 1500 hrs.

(Rakesh Mohan)  
Head of Chancery  
High Commission of India  
Ottawa.  
Tel: 613-7443751  
Email: hoc.ottawa@mea.gov.in
Scope of Work - Painting the interior of India House at 585, Acacia Avenue, Ottawa

- Full Interior painting of the house – Walls and ceilings, doors & door frames, windows, closets, radiators, baseboards, staircase railings and spindles, mouldings and trims, laundry room basins;

- Scrape, sandpaper and plaster/mud surface repair repair cracks in the walls and ceilings;

- Seal and finish the cracks in trims and mouldings with special caulking;

- Two coats of paint;

- All ceilings to be painted _______ (Colour to be decided)

- All doors & door frames, windows, closets, radiators, baseboards, staircase railings and spindles, mouldings and trims, laundry room basins to be painted ____________ (to be decided)

- Walls to be painted in the _______ (to be decided);

- Kitchen and bathrooms _______ (to be decided;

- Brick walls and stonewall in the basement ( Exterior concrete paint);

- Main Drawing  Room ( Drawing Room 1) approximate (24 ft x 35 ft) - paint ______(to be decided) and install wallpaper within and outside of trim around the full room (specimen of the wallpaper to be provided by High Commission of India) ;

- Wall paper on section of master bedroom and guest room walls approximate ( 7 ft x 12 ft and 15 ft x 12 ft) ( specimen of the wall paper to be provided by the High Commission of India);

- Furniture, art and other heavy items to be moved and re-installed by the contractor;

- Delicate china and other showpieces to be moved by the home resident;

- Irons Nails etc. to be fixed back where existing and required;

- Garbage and leftover material to be removed from the House;

- House should be in same clean condition after painting work is complete. Contractor should ensure, at his own cost, that there are no paint marks on window panes, floors, carpets, furniture items etc.

- Measurements (in approximate feet): Main Level: entrance 10x10; foyer 15x20 with boxed ceiling; main dining room: 12x27  private dining room
12x15; hall & kitchen 8x15; 2nd kitchen 6x10; main drawing room 24x35; 2nd drawing room 20x30; sun room 10x30; one bathroom; ceiling height 15 ft

- 2nd level: hall 25x15, 5x12, 5x12; master bed room 12x20, guest bed room 12x15, 2nd guest room 15x15, office 15x15; powder room 8x10; 3 bathrooms; ceiling height 12 ft

- 3rd level: hall 6x20; bed room 10x15; 2nd bed room 12x20; 3rd bed room 15x20; big room 30x30; 3 bathrooms; ceiling height 12 ft

- Basement: stairway; back entrance; laundry room 10x10; storage 5x15; bedroom 8x12; 2nd bedroom 8x12; hallway 8x15; bathroom; furnace room, brick walls 20x20; storage room 15x15 with wood floor (grey floor paint); storage 6x15; garage 25x25; three walls only; outhouse: living room and kitchen 12x5; bedroom 12x12; 2nd bedroom 12x12; one bathroom.

- All material, labour, tools and any other requirements in connection with the painting of the house to be provided by the contractor.

**Work Schedule** – Work to be completed in 20 working days. There will be a penalty of 1% of the contract value for per day of delay attributable to the contractor.

There will be three year warranty period for the quality of painting work. In case of any defect, the contractor will take the corrective action without any cost to the High Commission.

**Defect Liability Period** will be 6 months from the date of completion of the project.

**Schedule of payment** – Linked to the completion of work; No advance payment; Security deposit of 10% of contract valued shall be retained - 10% will be released after 06 months from the date of completion of work to cover the defect liability period.

Interested contractors may inspect the site and provide quotation in sealed covers, within 15 days of publication of this notice, for undertaking the work. The following may be contacted in connection with site visit, specimen of wallpaper and on any other question or clarification: Mr. Rakesh Mohan, Head of Chancery, or Shri Sanjay Kumar, Attaché (Property), High Commission of India, 10 Springfield Road, Ottawa, Tel: 613-744 3751; Email: hoc.ottawa@mea.gov.in; admn.ottawa@mea.gov.in

(Rakesh Mohan)
Second Secretary (HOC)
HCI Ottawa
E-mail: hoc.ottawa@mea.gov.in
Tel: 613-744-0888