

Embassy of India
Muscat

No. MUS/ADM/885/01/2025

24 April 2025

Subject : Notice Inviting Tender for supply and installation of furniture items for refurbishing kitchen at Embassy Residence.

Embassy of India in Muscat located at Jami'at Al-Dowal Al-Arabiys street, Diplomatic Area, Al Khuwair, P.O. Box 1727, PC:112 (hereinafter referred to as the 'Mission') invites related tenders/bids from interested and registered firms / companies etc. based in Muscat (hereinafter referred as 'Bidder') for supply and installation of furniture items for refurbishment of kitchen at Embassy Residence of the Mission.

2. The broad scope of works includes the following:
- i. Supply and installation of furniture items, as tabulated below, within a period of three weeks from date of award of work:

S.No.	Scope of work	Quantity
1.	Supply and installation of following items for making modular kitchen at Embassy Residence: - Base unit for kitchen - Wall unit - Top quartz - Glass units - Cupboards on wall with drawers soft closing - sink with mixer tap - Plate holder drawers - Pull out baskets - Flap lift ups etc. - Replacement of one fixed window with openable window, lockable from inside (with mosquito net)	As per requirements indicated in layout plan <i>(2D design is also attached for illustration and for better understanding of work)</i> Materials requirement (identical or of similar quality): (a) Base cabinet double sided aluminum composite panel soft close stainless-steel hinges blum made dimension 1500 x 60 cm. (b) Base cabinet double sided aluminum composite panel soft close stainless steel hinges blum made dimension 1200 x 60 cm. (c) Sink bowl Italy made stainless steel dimension 40x40x25 cm (d) Korean-top for the base cabinets.

- ii. Providing reference images and/or samples to the Mission for selection of the most appropriate furniture items for kitchen area, at no cost to the Mission.
 - iii. The quality of wood/material provided by the company should be durable, termite free, etc. and supplied items should stay in original condition for at least 15 years.
3. The interested bidder must fulfil the following conditions:
- i. It must be registered as a commercial entity in Oman
 - ii. It must have a minimum experience of five years in similar work in government departments, private organizations, corporate offices or diplomatic Missions in Oman.
 - iii. It must have an Annual Turnover of minimum OMR 20000/- in the last three years.
 - iv. The bidder must have its own establishment comprising all necessary manpower and equipment required to carry out the work.
4. The bids should be submitted as per the following format:
- i. **Technical Bid** : This should contain all information as per **Annexure-I** and submitted in a sealed cover super-scribed as 'Envelope A : Technical Bid for Supply and installation of furniture items for kitchen at Embassy Residence'.
 - ii. **Financial Bid** : This should contain all information as per **Annexure-II** and submitted in a separated sealed cover super-scribed as 'Envelope G : Financial bid for Supply and installation of furniture items for kitchen at Embassy Residence'.
 - iii. Both sealed covers should be put in single envelope super-scribed as 'Tender No. MUS/ADM/885/01/2025 for Supply and installation of furniture items for kitchen at Embassy Residence' and addressed to 'Head of Chancery, Embassy of India, Muscat'.
 - iv. The bidders shall indicate the lump sum rates for the said job (as per Annexure-II). The rates should be filled up clearly in figures and words. Any overwriting or mutilation of figures is not permitted.
 - v. All rates must be indicated inclusive of all charges viz., VAT, transportation, etc.
 - vi. All quoted rates must be inclusive of VAT.
 - vii. All pages of the tender document should be signed with stamp by the authorized signatory of the company before submission in a sealed cover, as acceptance of all the terms and conditions mentioned in the tender documents.

viii. The bids, complete in all aspects and in sealed covers, should be deposited at the Reception of the Mission by **14 May 2025 at 1600 hrs**. Please note that tender document will not be accepted after the expiry of stipulated date and time under any circumstances.

5. **Bid Security** : The Earnest Money Deposit (EMD) of OMR 250/- (Omani Rial Two Hundred Fifty only) in the form of account payee Demand draft, Fixed Deposit receipt, Banker's cheque or Bank guarantee from any of the Commercial Bank. The EMD should be submitted with Technical bid. Technical bids of only those bidders, who have submitted EMD, shall be opened by TEC for technical evaluation.

6. The Technical Bids would be opened and evaluated by the Technical Evaluation Committee of the Mission. Thereafter, the qualified bidders would be informed and their Financial Bids would be opened in the presence of the bidders or their authorized representatives. Please note that the Mission reserves the right to reject any or all bids without assigning any reason thereof and no inquiries in this regard would be entertained. The important dates are as follows:

S.No.	Event	Date & Time
1.	Publishing of tender	24 April 2025 at 1100 hrs
2.	Site visit	27-28 April 2025 <i>(with prior intimation)</i>
3.	Bid submission start date	24 April 2025 at 1100 hrs
4.	Last date for submission of bids	14 May 2025 at 1600 hrs
5.	Opening of Technical bids	15 May 2025 at 1500 hrs
6.	Opening of Financial bids	To be intimated later

7. The terms and conditions of the work would be as given below:

(i) The payment shall be made in two installments, as follows:

(a) 90% of the total work value shall be released upon the satisfactory supply and installation of furniture items.

(b) 10% of the total work value shall be released upon completion of Defect Liability Period of the items supplied. Please note that during Defect Liability Period if the company fails to provide satisfactory service, the amount would be utilized for undertaking necessary repairs and the company would be debarred from participating in future tenders of the Mission. **(Note : The Defect Liability Period is Three(03) months from the date of satisfactory installation of above mentioned kitchen furniture items).** Contractor to submit a warranty Bank Guarantee (BG) at

10% of the value at equipment under warranty clause, valid upto 60 days beyond the warranty period of the equipment

- (ii) The bidder shall furnish written request for payments along with the invoices enlisting the goods delivered and services performed upon fulfillment of other obligations stipulated in the work order.
- (iii) Payment would be made by the Mission within 30 days of acceptance of items and submission of the certified invoice or claim.
- (iv) Under normal circumstances the rate shall be valid for a period of six months from the date of issue of work order.
- (v) The company would be responsible for obtaining necessary permissions from concerned authorities for all aspects related to the work.
- (vi) The company would be liable for any damage caused to the property of the Mission at any time during the work and any financial loss suffered by the Mission would be paid for by the bidder.
- (vii) The Mission shall not be involved or made party in any dispute of any nature arising between the firm/agency and its employees or workers engaged by it.
- (viii) In the event of any dispute, the decision of the Mission would be final and binding on both the parties.

8. The bidder to whom the work is awarded must adhere to the following:

- (i) Any escalation in costs due to increase in prices of material, equipment, labour, fuel, levy to new taxes, hike in any tax rate, cess or due to delay in completion of work etc. would not be admissible.
- (ii) In the event of non-completion of work within stipulated time period, a penalty of 0.5% at the total work value per week of delay to be calculated on per day basis up to maximum of 10% at total work value and would be imposed on the bidder.

9. Performance Guarantee : (a) The successful bidder will be required to furnish the Performance Guarantee (5% of the total work value) in the form of Insurance Surety Bond, account payee demand draft, fixed deposit receipt from a Commercial bank, bank guarantee issued/confirmed from any of the commercial bank in Oman.

(b) Performance Guarantee is to be furnished within 7 days after notification of award and it should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the contractor, including Defect Liability Period.

10. Any clarification may be obtained from the following:

Mr. Pushpender Shakya, Attache

Embassy of India, Muscat

Tel. No. +968-24684527; Email : admin.muscat@mea.gov.in

11. Please note that mere submission of the bids would not place the Mission under any obligations to award the work to the bidder and no expenses incurred by the bidder in this connection would be payable by the Mission. Therefore, all interested parties are requested to understand the terms and conditions of the tender document prior to submitting their bids.

(Pardeep Kumar)
Head of Chancery
Embassy of India
Muscat

Annexure – I

No. MUS/ADM/885/01/2025

Date:

Technical bid for supply and installation of furniture items for making modular kitchen at Embassy Residence of Embassy of India, Muscat

Name of the bidder	
Registered / Postal address	
Contact number	
Email	
Registration / CR No.	
VAT No.	

S.No.	Criteria	Proof enclosed
1.	Company registration as a commercial entity in Oman(enclose copy of Registration Certificate)	Yes / No
2.	Three (3) years experience five years in similar work in government departments, private organizations, corporate offices or diplomatic Missions in Oman	Yes / No
3.	Annual Turnover should not be less than OMR 20000/- during each of the last three years	Yes / No
4.	Company has its own establishment comprising of manpower, experienced labour, etc. Required to carry and fix out such works	Yes / No

Place :

Date :
bidder

Signature with seal of the

No. MUS/ADM/885/01/2025

Date:

Financial bid for supply and installation of furniture items for making modular kitchen at Embassy Residence of Embassy of India, Muscat

Name of the bidder	
Registered / Postal address	
Contact number	
Email	
Registration / CR No.	
VAT No.	

S.No.	Work description	Qty.	Quoted amount (in OMR)
1.	Supply and installation of following items in kitchen at Embassy Residence: - Base unit for kitchen - Wall unit - Top quartz - Glass units - Cupboards on wall with drawers soft closing - sink with mixer tap - Plate holder drawers - Pull out baskets - Flap lift ups etc. - Replacement of one fixed window with openable window, lockable from inside (with mosquito net)	As per requirements indicated in layout plan and as per required materials Materials requirement (identical or of similar quality): (a) Base cabinet double sided aluminum composite panel soft close stainless-steel hinges blum made dimension 1500 x 60 cm. (b) Base cabinet double sided aluminum composite panel soft close stainless steel hinges blum	

		made dimension 1200 x 60 cm. (c) Sink bowl Italy made stainless steel dimension 40x40x25 cm (d) Korean-top for the base cabinets.	
		Total	
		VAT	
		Grand total	

Note : (i) Prices quoted above are inclusive of all local taxes, VAT, duties, levies, etc. Till the items are accepted.

(ii) The quoted amount is inclusive of supply and satisfactory fixing / installation of the items at designated location i.e. kitchen at Embassy Residence in the Mission.

Place :

Date :

Signature with seal of the company

