

भारतीय राजदूतावास
वियना



Embassy of India
Vienna

F. No. Vien/883/1/2016

Dated 14th August, 2017

NOTICE INVITING TENDER

The Embassy of India invites quotations for hiring a Consultant cum Project Manager for the following works at the Embassy Residence situated at Spitzergasse 2, 1180. Vienna which are as follows:

1. Drain Repair Work
 2. Seepage in the basement and first -floor Terrace.
 3. Insulation of external wall on the north-west side of the building.
 4. Roof Repair Work.
 5. Construction of a canopy in the drive way and repair of drive-way.
 6. Installation of water sprinklers in the garden.
 7. Modernisation of the heating system.
 8. Painting of the façade and external areas.
 9. Painting of the inside of the building.
 10. Renovation of Kitchen.
 11. Installation of cooling system.
 12. Identification of other repair work and piecemeal renovation required.
2. Interested parties must be registered for undertaking the work in Austria.
3. The interested parties may inspect the site with prior appointment with the undersigned during working hours of the Embassy of India (Monday through Friday 0830 to 1700 hrs).
3. The quotation may be forward in a sealed envelope with the superscription "Consultant for the desired work at the Embassy Residence". The quotation may reach the undersigned latest by 04nd September, 2017.

(Mr. R. Sajeev)
First Secretary & HOC
Tell: 01-505866616
E-mail: hoc.vienna@mea.gov.in

Expression of Interest

Shortlisting of Architect Consultant for repair and renovation works of the *India House at Spitzergasse 2, 1180 Vienna, Austria*, for the Embassy of India / Government of India.

Applications are invited from reputed Architect Consultants who wish to be considered for appointment as Consultant for the above noted work. Architect Consultant shall have valid registration in the respective grade with the Professional Architects Council/designated Government authority in Austria and ten years post registration experience in providing comprehensive architectural consultancy and supervision for repair, renovation and project management services. The detailed scope of work, terms and conditions are mentioned in tender documents which can be obtained from Head of Chancery, Embassy of India, Kärntner Ring 2, 1010, Vienna, Austria up to date 4st September 2017 till 5:00 pm.

The last date and time of submission of the bid is 5:00 pm on date 4nd September 2017.

The technical bid shall be opened on 5th September 2017 at 9:00 am.

Request for Proposal (RFP)
Building Repair and Renovation Project

Instruction to Bidders (Architect Consultants) & Eligibility Criteria

1. Architect Consultants should submit their credentials along with the price bid. They should have provided architectural consultancy and supervision for similar works. They should give details of qualified and experienced personnel in their office and project team. They should provide details of previous experience in similar works, list of completed projects of similar nature, client references, etc.
2. Architect Consultants may visit the site and examine the layout plan available with Mission by prior appointment.
3. Architect Consultants will be selected by a Committee formed for the project in the Embassy of India, Vienna. The committee would examine and evaluate the bids received based on scope of work, good credentials, technical soundness of proposals and price bid.
4. They should submit their bid in three envelopes.

Envelope A Should contain their credentials and acceptance of above terms and conditions of the tender. They should enclose list of equipment's required for the work. They should also enclose list of man power and their qualification and experience. This envelope should be superscribed with "Technical bid".

Envelope B Should contain the form of tender on which the bidder should quote the fixed price lumpsum amount for the Consultancy for scope of works as mentioned in the bid document. This envelope should be superscribed with form of tender-Financial Bid".

Envelope C should contain both the envelope A and envelope B superscribed with name of work "Consultancy for Repair & Renovation work of at India House, Spitzergasse 2, 1180, Vienna, Austria for Govt. of India".

5. Envelope A shall be opened first on due date and time. The credentials of all the bidders shall be evaluated first. A list of qualified bidders shall be prepared after evaluation for opening of financial bid. Qualified bidders shall be informed and shall be invited for opening of the financial bids at prescribed date and time by Mission.
6. Mission reserves the right to accept or reject any bid without giving any explanation to bidders.

