

**HIGH COMMISSION OF INDIA
DHAKA, BANGLADESH**

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Date: July 16, 2014

**Establishing the Recording Studio in the Department of Music
of the University Of Dhaka**

Tender No.: DAC/E&C/230/8/2013

Last date for submission of Tender: August 10, 2014

TECHNICAL TENDER DOCUMENT

VOLUME 1 OF 2

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Package No	:	
Issued to	:
Money Receipt No	:	

HIGH COMMISSION OF INDIA
Dhaka, Bangladesh
Invitation for Tender

Sealed tenders in 2 (two) Envelopes System are invited from eligible suppliers for the under mentioned works as per terms and conditions set forth in the Tender Documents.

1.	Ministry	Ministry of External Affairs, Government of India
2.	Agency	High Commission of India, Dhaka
3.	Procuring Entity Name	High Commission of India, Dhaka
4.	Invitation Ref. No. & Date	No DAC/E&C/230/8/2013 dated July 16, 2014
5.	Procurement Method	Open Tendering Method
6.	Source of Fund	Government of India
7.	Tender Package No.	No DAC/E&C/230/8/2013
8.	Tender Name	Establishing the Recording Studio in the Department of Music of the University Of Dhaka
9.	Time for Completion of the works	4 (Four) months from the date of Commencement (<i>to be indicated in the Letter to Commence</i>).
10.	Price of Tender Document	Tender document can be obtained from the HCI, Dhaka on all working days Tk. 2,000.00 (Taka Two thousand) only.
11.	Tender Security Amount	Tk. 3,00,000.00 (Taka three lakh) only in the form of P.O or D.D from any Schedule Bank of Bangladesh. (<i>Note that Fixed Deposit receipts will not be considered as security money</i>).
12.	Tender Last Selling Date	August 7, 2014 during office hours.
13.	Tender Submission Date	August 10, 2014 at 12.30 hours BST
14.	Tender Opening date and Time	Tenders will be publicly opened on August 10, 2014 at 1530 hrs High Commission of India, House # 2, Road # 142, Gulshan-1, Dhaka. Intending Tenderers or their authorized representatives may attend the opening of tenders.
15.	Eligibility of Tenderers	Contractors who satisfy the following criteria: <ul style="list-style-type: none"> i. Suppliers firms who have minimum 05 (five) years of general experience in supply works. ii. Successful completion of similar works in a package contract with Musical Instruments Supply Works during the last 05 (Five) years preceding tender submission date in any govt./semi govt./ autonomous body I: 3 similar completed works costing not less than the amount equal to 40% of the estimated cost; OR II: 2 similar completed works costing not less than the amount equal to 50% of the estimates cost; OR III: one similar completed work costing not less than the amount equal to 80% of the estimated cost. The experience certificate for successful completion of a building & interior work shall have to be issued by the officer not below the rank of Executive Engineer/Project Manager of concerned Department/Organization. iii. Average Annual Turnover : Tk. 1.0 (One point zero) crores iv. Tender Capacity : Must satisfy by the Tenderer as per his/her quoted Tender Price. v. Tenderer must have up to date Income tax clearance certificate from the Concerned Department. vi. Tenderer must have valid VAT Registration certificate from the Concerned Department. vii. Tenderer must have upto date Trade License. viii. The tender documents must have been purchased from the stated source. The Tenderer must include, as a part of his tender, attested copy of documents mentioned in Sl. No. (i), (ii), (iii), (iv), (v), (vi), (vii), (viii) to establish his qualifications to perform the Contract.
16.	Liquidity Damage	The liquidated damages for the whole of the Works are 0.5% (zero point five percent) of the final Contract Price per day. The maximum amount of liquidated damages for the whole of the Works is 10% (ten percent) of the final Contract Price.
17.	Defect Liability	The Defects Liability Period is 365 (Three hundred sixty five) days
18.	Performance Guarantee	The Performance guarantee shall be of an amount equal to 10% of the Contract Price stated in the Letter of acceptance & shall be valid until 60 days from the date of expiry of Defect Liability Period.
19.	Retention Money	The proportion of payments retained is 10 (Ten) percent from each interim payment certificate subject to a maximum of 5 (Five) percent of the total Contract Price. The retention money will be released on the completion of warranty period OR against submission of Bank Guarantee of equivalent amount from any bank valid for the entire period of warranty.
20.	Name and address of the Office Receiving Tenders	Office of the Counsellor (Economic & Projects), High Commission of India, House # 2, Road # 142, Gulshan – 1, Dhaka, Bangladesh
21.	Name and address of office for opening Tenders	Office of the Counsellor (Economic & Projects), High Commission of India, House # 2, Road # 142, Gulshan – 1, Dhaka, Bangladesh
22.	Name and address of the (Office(s) Selling Tender Documents:	High Commission of India. House # 2, Road # 142, Gulshan–1, Dhaka, Bangladesh
23.	Special Instructions :	<ul style="list-style-type: none"> i) The Tenderers shall submit documentary evidence in respect of that financial and technical capability and also of their experience in execution of similar nature of work. The Tenderers Eligibility Document (Technical Tender) and Priced Tender Document shall be submitted in two separate Envelopes, marked ENVELOPE-1 and ENVELOPE-2 respectively and these two envelopes shall be sealed in an outer Envelope. P.O. or D.D. should be submitted in the envelope containing technical Tender. The “Technical Tender” shall be evaluated first in order to determine the eligibility of the Tenderers to be included in the competition. The “Price Tender Document” of the Tenderers, who is/ are found eligible to compete in the priced Tender, shall only be opened. ii) The Agency/procuring entity reserves the right to accept or reject any or all the Tender without assigning any reasons whatsoever. iii) Two sets of Tender shall be submitted; one in original and one in copy. In case of any discrepancy between original and copy, the original shall prevail. iv) If the Tenderer submits any false/incorrect or forged certificates, its Tender will be rejected and the Tender security may be forfeited.
24.	Brief Description of Works	Establishing the Recording Studio in the Department of Music of the University Of Dhaka