



सत्यमेव जयते
EMBASSY OF INDIA
SEOUL

TENDER NOTICE

The Embassy of India, Seoul invites sealed quotation from reputed firms for supply and installation of Door Frame Metal Detector, X-ray Scanner and hand Held Metal Detector at its premises in Seoul.

2. For further enquiries, please visit our website:
<http://www.indembassyseoul.gov.in/tenders/>

No. SEO/ADM/871/01/2022
Embassy of India
Seoul

Dated: 07 March 2022

TENDER NOTICE

Subject: Supply and installation of Door Frame Metal Detector and X-ray Scanner at SVCC Building, Embassy of India, 102, Dokseodong-ro-, Yongsan-gu, Seoul, Republic of Korea.

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SECTION - I - INSTRUCTION TO BIDDERS


1. Bids from experienced and registered firms, complete in all respects should be submitted in sealed envelopes addressed to the Head of Chancery, Embassy of India, Seoul in person, or by mail or courier to reach before the deadline of **1500 hrs on Thursday, 28 March 2022**. Two separate sealed envelopes containing Technical Bid and Financial Bid proposals must be sent. These would be enclosed in an envelope that should be clearly marked "Tender for supply and installation of Door Frame Metal Detector and X-ray scanner for Embassy of India, Seoul". All tenders received after the deadline will be summarily rejected.
2. All bidders should submit along with the Tender the following documents:
 - i. Separate bids in the sealed envelopes in the prescribed Technical Bid Document and Financial Bid Document (proforma attached in chapter II and III).
 - ii. Both the above documents must be signed by authorized signatories of the bidding firm with a seal / stamp.
 - iii. Self-attested photo-copy of registration of the company / firm / proprietorship with the concerned Korean authorities.
 - iv. Annual Report (where statutorily required to be filed) and Financial Reports for the last 3 years.
 - v. Details of experience in the field of supplying security equipment to with Embassies / reputed Companies/Government agencies.
3. Technical Conditions/scope of works shall be as under:
 1. Supply and installation of :
 - i) Door frame metal detector
 - ii) X-Ray Scanner and

Providing operational training of this security equipment to Embassy officials.
4. The bidder should be a company or firm duly registered with the concerned authorities in Republic of Korea. Bidder must be a firm with a past record of providing security equipment / services in Republic of Korea. Embassy of India reserves the right to reject bids from firms who are blacklisted by Governments of Republic of Korea or India for poor performance in the past, or those who do not have adequate experience in the field of providing security equipment.
5. The bids will remain valid for 180 days from the date of opening the bids, for award of contract after obtaining approval of competent Indian authorities. No price escalation would be allowed.
6. The successful bidder has to sign a contract with the Embassy of India in an appropriate form for execution of the contract.
7. First the Technical bid will be opened and the pre-qualification of the bidder will be assessed and then financial document of only those bidders [s] who meet the technical criterion will be opened.
8. The winning bidder would be responsible for supply and installation of Door Frame Metal Detector, X-Ray scanner and Hand held metal detector at Embassy

- of India, Seoul near main entrance inside the Building or as advised by the competent authority in the Embassy.
9. The tender documents must be accompanied by Bid Securing Declaration as attached in Section V. Bids submitted without BSD will stand rejected.
 10. The winning bidder would be required to dedicate one supervisor / manager who can be contacted for all queries / requirements.
 11. **ASSIGNMENT SPECIFIC INFORMATION IN BRIEF:**
 1. **LAST DATE FOR BID SUBMISSION: 1500 HRS, Thursday, 28 March 2022**
 2. **DATE OF OPENING TECHNICAL BIDS: 1530 HRS, Friday, 28 March 2022**
 3. **DATE OF OPENING FINANCIAL BIDS: 1600 HRS, Friday, 29 March 2022**
 4. **EVALUATION CRITERIA:** The Tender Evaluation Committee [TEC] will evaluate the Technical information individually using the following criteria:
 - (a) The Organization's relevant experience for the Assignment.
 - (b) Quality of SERVICE plan and methodology for undertaking the job.
 - (c) Qualifications and experience of the staff proposed.
 - (d) Past track record.
 12. Purchaser's Right to amend Scope of Work If, for any unforeseen reasons, Eol, Seoul is required to change the Scope of Supply this change shall be acceptable to the bidder without change in the unit price quoted.
 13. At any time, prior to the deadline for submission of bids, Eol, Seoul may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.
 14. Bids may be submitted physically or by courier / post to:

**Head of chancery,
Embassy of India,
101, Dokseodong-ro, Yongsan-gu,
Seoul, Republic of Korea**
 15. For clarifications / queries, if any, prior to submission of bid, prospective bidders may contact the undersigned, on Phone +82-02-3785-0111 during office hours from 10.00 a.m. to 5.00 p.m. on working days.




[Md. Sharique Badr]
First Secretary & HoC
Email: admn.seoul@mea.gov.in

SECTION II: SPECIAL CONDITIONS OF CONTRACT (SCC)

1. Prices

- a. The price quoted shall be considered firm and no price escalation will be permitted.
- b. Bidders must quote the price in the format given in Price Schedule at Section-IV of this document.
- c. All items are to be quoted only in English primarily or in Korean.
- d. The prices quoted should be inclusive of freight, insurance, packing, distribution, after sales service.

2. Taxes and Duties:

- a. The prices quoted should be inclusive of freight and insurance. The items will be exempted from payment of VAT. Necessary VAT Exemption Certificate shall be arranged by EoI, Seoul as & when required.

1. Warranty:

All the items covered under the schedule of requirements, shall carry minimum 1 (one) year on site comprehensive warranty from the date of delivery of the items. The bidder must undertake to provide the installation and warranty service at Seoul. The repairing/ rectification/replacement/ configuration required, if any, of the items under warranty must be done at on site workshop.

3. Force Majeure:

EoI may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that, the delay in performance or other failure to perform its obligations under the contract is the result of an Force Majeure. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of nature (like earthquakes, floods, storms etc.), acts of states, the direct and indirect consequences of wars (declared or undeclared), hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises

SECTION – III

TECHNICAL BID PROFORMA

1. Name of the firm:

2. Address of the Registered Office:

3. Correspondence address:

4. Contact details:

Telephone :

Fax :

E-mail:

SL NO.	REQUIREMENTS	REPLY	REMARKS, IF ANY
1.	a. Brief introduction of the company		
	b. Previous experience in the field (minimum of three years)		
	c. Registration Certificate & license for the services		

SECTION -IV

FINANCIAL BID PROFORMA

Name of the firm:

Address of the Registered Office:

Correspondence address:

Contact details:

Telephone: Fax:

E-mail:

SI No.	Items	Charges (Rate per unit) (excluding VAT)	Remarks, if any
1.	Supply and installation of : i) Door frame metal detector ii) X-Ray Scanner and at SVCC, Embassy of India, 102, Dokseodong-ro, Yongsan-gu, Seoul	 Note : Price quoted should be on an all-inclusive basis for Supply and installation of Door frame metal detector, Hand held metal detector and X Ray Scanner	

SECTION – V

BID SECURING DECLARATION

I/we accept that if I/we withdraw or modify Bids during the period of validity or if I/we are awarded the contract and I/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/we will be suspended for the period of time specified in the request for bid document from being eligible to submit Bids for contracts with the Government of India.

Date:
Name:

Place:
Signature: