



**GOVERNMENT OF INDIA  
EMBASSY OF INDIA**

**PARAMARIBO**

**Name of Work: Supply and installation of a Generator Set of 12.5 KVA capacity  
at India House(c/o Embassy of India, Paramaribo).**

**Tender Documents**

**PERIOD OF COMPLETION: 30 days  
LAST DATE FOR BID SUBMISSION : 22<sup>nd</sup> Sept, 2025**

Government of India  
Embassy of India  
Paramaribo

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**INVITATION TO TENDER**

The Embassy of India, Paramaribo for and on behalf of the President of India, invites Lump-sum Fixed Price Tender for **Supply and installation of a Generator Set of 12.5 KVA capacity to Embassy of India, Paramaribo.**

The Bid shall be submitted in a large sealed envelope duly mentioning **“Supply and installation of a Generator Set of 12.5 KVA capacity to Embassy of India, Paramaribo.”** with two sealed envelopes containing Technical Bid and Financial Bid.

**The Bid shall be submitted before 4.30 p.m. on or before 22<sup>nd</sup> September, 2025 at the Embassy of India, Paramaribo**

**Any Bid received after this date and time will not be considered and will not be opened.**

**Embassy of India, Paramaribo**, however, will always have the right to accept or reject any pre-approved sub-Contractor even after formal award of Contract and/or commencement of work with or without cause.

**Address for submitting the bid-** Embassy of India, No. 239, Dr. Sophie Redmondstraat Paramaribo. Tel: (+597) 498344

**Email IDs :** [admn.paramaribo@mea.gov.in](mailto:admn.paramaribo@mea.gov.in) / [hoc.paramaribo@mea.gov.in](mailto:hoc.paramaribo@mea.gov.in)

**Eligibility Criteria:** The Tenderer should have valid permit / registration from a competent local authority for supply of such electrical equipment to the residences/Chancery of any country. The Tenderer should have satisfactorily completed **(i) one similar supply and installation of 80% value of cost estimates or (ii) two similar supplies and installations of 60% value of cost estimates** during last 02 years. Bidder should demonstrate and explain their technical, professional and practical experience of having supplied and installed similar devices to public/private organizations including Diplomatic/ International organizations in Paramaribo.

**Lump Sum Fixed Price Tender-** This is a LUMPSUM FIXED PRICE TENDER with Extent of Supply as shown on scope of works. The Tenderer shall examine the scope of work and other Documents and all Addenda (if any) before submitting his Tender and shall become fully informed as to the extent, quality, type and character of operations involved in the supply. The Tenderer shall visit and acquaint himself with the Site of the installation. The tenderer shall take entire

responsibility in the interpretation of this report and of the site conditions. No consideration or compensation will be given for any alleged misunderstanding of the nature of the work to be executed.

### **Tender and Schedule of Quantities-**

(i) Schedule of Quantities should be enclosed by Bidders. Bidders are requested to identify and quote the rates of individual items. Items required for completion of the supply work may be added in the Schedule of Quantities with full nomenclature of the item. Bidders shall satisfy themselves of the quantities quoted in the Schedule of Quantities. These quantities shall be taken as guidance to assess the approximate quantum of work involved in the project. The Contractor prior to the submission of the tender, may add to items, quantities to the items in Schedule of Quantities as per the scope of the work, and site visit. It shall be the responsibility of the bidder to satisfy himself of the completeness of the documents for the scope of work and his own assessment of the supply work after site visit and as per the tentative scope of work mentioned in tender document. No extra cost shall be entertained and payable if any additional information or detail is provided later for carrying out the works as specified in the tender documents.

The supply and installation shall be completed within Seven (07) days from the date of issue of Purchase Order. Liquidated damages shall be levied on supplier for delay in supply and installation if it is ascertained that supplier is responsible for delay. The rate of liquidated damages shall be calculated @ 0.5% of contract amount per week limited to maximum 10% of contract amount.

The tenderer shall guarantee among other things, the following: - a. Quality, strength and performance of the equipment.

**Defect Liability Period:** Defects Liability period will be 12 months from completion of project.

**Retention Money:** 5% of contract amount for **12 months** i.e., till the Defect Liability Period is over.

**Opening of Bids-** Bids shall be opened at **04.00 pm on the last day of submission of the tender** at the Embassy of India. In case of extension of last date of bid submission, the bid opening date will be changed accordingly.

**Conditional Acceptance of the Tender-** The acceptance of the Tender shall be conditional and not finally binding upon the Employer. The Employer may withdraw the acceptance of the Tender without any notice or other formality and may enter into a new Agreement for the execution of the Works or any part of it.

Any further information or clarification which the Tenderer may require in order to complete his Tender may be obtained from:

Embassy of India, No. 239, Dr. Sophie Redmondstraat Paramaribo. Tel:  
(+597) 498344 , Mobile no.  
+597 7230003/ Email IDs : [hoc.paramaribo@mea.gov.in](mailto:hoc.paramaribo@mea.gov.in),  
[admn.paramaribo@mea.gov.in](mailto:admn.paramaribo@mea.gov.in)

**Disqualification of Tender-** Tender may be disqualified for any reason including, but not limited to the following:

- a) If tenderer sets forth any conditions which are unacceptable to the Employer.
- b) If any tender is submitted under a name other than the name of the individual firm, partnership or corporation that was issued the Tender Document.
- c) If there is evidence of collusion between Bidders.
- d) If Tenderer sets forth any offer to conditionally discount, reduce or modify its tender.
- e) If Bid price is disclosed before opening of Financial Bid.

***Compliance with Laws and Regulations and Pricing of Schedule of Quantities:***

*The attention of Bidders is drawn as to compliance with laws and regulations concerning safety and health, labour regulations, social insurance, labour taxes, tax deduction, import restrictions duties and levies, company's tax, input tax and output tax (VAT) etc. **All rates and sum inserted against items of works and in Form of Tender shall be exclusive of Value Added Tax.***

16. All payments (**Excluding retention money**) shall be released after successfully completion of entire supply and installation.

### **Scope of work**

Supply and installation of a 12.5 KVA Generator Set at Embassy of India, Paramaribo with following indicative specifications.

- Standby Power with Automatic Transfer Switch(ATS), Circuit Breaker, Space Heater, Attenuated Enclosure Silencer, Control Panel, Frequency:60HZ; Volt 110, 150Ampere Battery Charger, Boost Breaker, Low coolant level shutdown, low level fuel shutdown **or equivalent or better brand specifications.**

#### **INCLUDING**

- (a) First fill of lube oil.
- (b) Batteries & Leads.
- (c) Residential Silencer.
- (d) Auto / Manual : selector switch and remote operation of genset in manual mode.
- (e) Voltage, amperes and frequency meters (digital). Single phase preventer relay, Control MCB, Battery charger, Timer and Relay, indicating lamp, switch, push button etc. required for smooth operation of Gen set.
- (f) Supply and installation of required cabling/wiring to connect the whole India House and premise lightings (Embassy Residence/India House No.#256, Anton Drachtenweg, Paramaribo). (Site survey can be done during office hours with prior permission. Mr. Rajesh can be contacted on mobile no. +597 7201273)

The generator will operate as an emergency back-up in case of electricity outage and will supply the Mission with emergency power for all electrical and electronic devices including, but not limited to lighting, IT equipment, EPABX, Internet routers and switches. The generator will have to be installed with a switch key which should automatically operate the generator upon power outage and turn it off once the power supply is back to normal during working hours.

**Warranty :** The supplier will spelt out the warranty period and life expectancy for the items supplied under this contract which will include free service and maintenance as per requirement and response to emergency call to ensure smooth operation of the generator set.

**Annual Maintenance Contract :** -The bidder shall also provide Annual Maintenance contract cost beyond warranty period. However, the same will be executed at discretion of the Embassy. The AMC cost will also be taken into consideration for evaluating the tender. Draft AMC with terms and conditions may be provided.

**Technical Bid documents**  
**(To be submitted by the bidder)**

This may be submitted by the bidder. This should be a brief introduction, background, company details, credentials, VAT & other registration and past performance of the bidder. They may attach any other documents such as company profile, company brochures, achievement of the company etc. indicating their competence for supply and installation of generator sets.

**Schedule of Quantity/ Form of Tender (Financial Bids Documents)**

**(To be submitted by the bidder)**

**To :**

**Head of Chancery,  
Embassy of India, Paramaribo**

We have examined tender conditions for the above-named work and have inspected the site and general conditions under which the Works are to be carried out. We offer to execute and complete the Work and remedy any defects therein, in conformity with this Tender, which includes all these documents for the **Fixed Price Lump-Sum** of: USD/SRD        :       

S.No	Items	Quantity	Cost per Unit	Total Cost
	Grand Total			

If this offer is accepted, we will commence the Works as soon as is practicable and complete the Works in accordance with the above-named documents within the Time for Completion.

We understand that you are not bound to accept the lowest or any tender you may receive.

Signature \_\_\_\_\_

in the capacity of -----

duly authorized to sign tenders for and on behalf of

Address:

Date: \_\_\_\_\_