

**High Commission of India
Ottawa**

Tender S. No. 03/2017

Dated 12 September, 2017

Notice for inviting tenders for retrofitting energy efficient LED lights at High Commission of India, Ottawa's Chancery Building and at the Residence of the High Commissioner.

High Commission of India, Ottawa invites quotations on lump-sum/turn-key basis from reputed firms for retrofitting energy efficient LED lights at High Commission of India Chancery Building at 10 Springfield Road, Ottawa, Ontario, K1M 1C9 and Residence of the High Commissioner at 585 Acacia Avenue, Rockcliffe, Ottawa, Ontario, K1M 0M5.

Interested firms may send their representatives for inspection of the sites and ascertain actual scope of work by prior appointment (Contact person – Mr. Rakesh Mohan, Second Secretary (HOC) Phone – 613-744-3751/52/53) before submitting quotations. The quotations may be sent in sealed envelopes clearly mentioning on the envelope – **Tender S.No. 03/2017** and '**Quotation for LED lights for Chancery and High Commissioner's residence**'. The quotations may be addressed to:

Mr. Rakesh Mohan
Head of Chancery
High Commission of India,
10 Springfield Road,
Ottawa, Ontario – K1M 1C9

Firms should provide details of experience in the field of work, and a list of similar works done by them in the last two years.

Last date of receipt of quotations will be 25 September, 2017.

Bid Opening date will be 26 September, 2017.


**Rakesh Mohan
Second Secretary(Com) & HOC
High Commission of India
Ottawa**

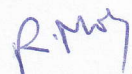
Scope of Work

The scope of work is as under:-

Retrofitting all indoor and outdoor light fixtures in the two buildings i.e. the Chancery building (at 10 Springfield Road, Ottawa) and the High Commissioner's residence (585 Acacia Avenue, Rockcliffe, Ottawa) with LED lights of equivalent lumens value as of the existing bulbs/tubes of incandescent/fluorescent types. As far as possible the fixtures already existing will not be changed and only the bulbs/tubes/internals will be changed. If required, ballasts installed with fluorescent tubes may be changed or required changes in electrical wiring within the fixtures may be made.

Conditions

1. The contractor shall note that quantities shall not form part of the agreement and they shall complete all the works as defined in the scope of work. The Contractor shall complete all the works as stated above irrespective of the quantities.
2. Commencement of the works shall be effected within 7 working days from the date of issue of letter of award of tender.
3. The period of completion for the whole of the works is 15 working days calculated from the day of letter of award of tender.
4. The contractor will also be responsible for applying for incentives/rebates from the Electricity Department which are provided on switching to LED lighting. The estimated quantum of such rebate may also be mentioned separately in the quote.
5. The defect notification and rectification period shall be 365 days.
6. The High Commission of India, Ottawa will not be bound to accept the lowest bid nor to give a reason for rejection of any of the Tenders.
7. The Embassy will always have the right to accept or reject any pre-approved subcontractors even after formal award of Contract and/or commencement of work with or without cause.
8. No advance will be permissible. Full payment will be made within 15 days of presentation of invoice after successful completion of the work.
9. Letter of guarantee for work for a period of one year is required.
10. Eligibility of Contractor – Contractors should have good experience in relevant field of work and submit recent list of jobs done with specified names of clients.


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