



CONSULATE GENERAL OF INDIA  
SAN FRANCISCO, CA

No. SANF/867/03/2023

04 August 2023

**TENDER NOTICE**

Sealed bids are invited from professional agencies for painting work of interior walls of the residential house at 3435, Jackson Street, San Francisco

2. The bidding companies/firms should have the following requirements:

- The bidder should have a permanent place of business in San Francisco / Bay Area.
- The firm should have relevant license etc for the purpose of taking up painting work.
- Having minimum of 3 years' experience in interior painting services

3. **The scope of work includes:** To carry out interior wall paintings of the house premise at 3435, Jackson Street, San Francisco. To provide all necessary equipment, materials, tools, and labor to prepare, patch (as needed), and apply paint, two separate finish coats unless otherwise stated, to the interior walls of the premise. The actual work shall be done by qualified and experienced workers under the supervision of any experienced supervisor who has been doing this type of work for three (3) years.

4. Documentary evidence of the above qualifications may be submitted along with sealed bids.

5. Enquiry, if any, may please be sent on the mail [vcadm.n.sf@mea.gov.in](mailto:vcadm.n.sf@mea.gov.in) . Enquires shall be entertained only till 11 August 2023 on working days.

6. **Site inspection relating to the work can be done during 08-11 August 2023 between 1400 hrs to 1600 hrs with prior appointment of Administration wing of the Consulate.**

7. Interested parties may send their bids/quotations in sealed envelopes to the Head of Chancery, Consulate General of India, SF addressed at 540 , Arguello Boulevard, San Francisco, CA 94118 by 28 August 2023.

8. Consulate General of India, San Francisco reserves the right to reject any bid at any stage of the bidding process without assigning any reasons whatsoever.

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### Dates to Remember

Crucial dates and time for the above tender would be as under:

S. No.	Events	Date	Time
1.	Notice Inviting Tender	04 August 2023	1000 Hrs
2.	Date for site visit on working days between 1400 hrs to 1600 hrs with prior appointment of Administration	08-11 August 2023	1400-1600 Hrs
3.	Starting Date for submission of bids	07 August 2023	1400 Hrs
4.	Last Date for submission of bids	28 August 2023	1700 Hrs
5.	Opening of Technical and Financial Bids	29 August 2023	1500 Hrs

**Sealed bids are invited from professional agencies for painting work of interior walls of the residential house at 3435, Jackson Street, San Francisco**

The tender should be submitted in prescribed format as laid down in the tender document. The tender documents, duly filled in and complete in all respect should be addressed to the Head of Chancery, 540, Arguello Boulevard, San Francisco, CA 94118 and are to be submitted before 5:00 PM on 28 August 2023. The tender bid documents thus received will be opened at 3:00 PM on 29 August 2023. Tender document can be obtained from the Vice Consul (Admin), CGI, San Francisco on any working day between 11:00 AM to 4:00 PM till 24 August 2023. Alternatively, the tender document can be downloaded from the CGI, San Francisco website ([www.cgisf.org](http://www.cgisf.org)) and from the Central Public Procurement Portal (CPPP) of Govt. of India at <https://eprocure.gov.in/epublish/app> and <https://eprocure.gov.in/cppp/>

**1. INSTRUCTION TO BIDDERS**

Provide all necessary equipment, materials, tools, and labor to prepare, patch (as needed), and apply paint, two separate finish coats unless otherwise stated

1.1. The tender is liable to be ignored if complete information is not given therein.

1.2. All bidders and/or their representatives, if they so desire, may be present at the opening of the tender (Technical Bids) by the constituted Committee at the time and date as specified in the schedule. It may be noted that under no circumstances tender received late shall be entertained.

**2. QUALITY ASSURANCE**

a. The successful bidder shall have a minimum of five (5) years successful experience in the painting business.

b. The actual work shall be done by qualified and experienced workers under the supervision of any experienced supervisor who has been doing this type of work for five (5) years.

**3. MATERIALS**

a. All paint must be delivered in the original containers with the seals unbroken and labels intact. All materials shall be used only as specified by the manufacturer's direction label on the container. The paint manufacturer shall specify thinners and accessory materials.

b. Manufacturer's names and catalog numbers referred to are used to establish the type and quality of materials and are not meant to limit competition.

#### **4. SCAFFOLDING**

a. The Contractor shall furnish all ladders, planks, staging, scissor lift, ropes, etc., required for the proper execution of the work, and erect and place same in such a manner as not to interfere with normal household works. Upon completion of the work, all scaffolding equipment shall be dismantled and removed from the job site.

#### **5. STORAGE**

a. All materials used on the job shall be stored in a place designated. Such storage place shall be kept neat and clean, and all damage thereto, or its surroundings, shall be made good by the Contractor. Any oily rags, waste, etc., shall be removed from the building every night and every precaution must be taken to avoid danger of fire.

#### **6. SURFACE PREPARATION**

##### **a. General:**

i. Perform all preparation, including patching, and cleaning procedures in strict accordance with the paint manufacturer's instructions

ii. Remove all hardware, hardware accessories, machined surfaces, plates, lighting fixtures and similar items in place and not to be painted, or provide surface protection prior to surface preparation and painting operations. Remove, if necessary, for the complete painting of the items and adjacent surfaces. Following completion of painting of each space or area, reinstall the removed items by workmen skilled in the trades involved.

iii. Clean surfaces to be painted before applying paint or surface treatments. Schedule the cleaning and painting so that contaminants from the cleaning process will not fall onto wet, newly painted surfaces.

##### **b. Wood:**

i. Clean wood surfaces to be painted of all dirt, oil, or other foreign substances with scrappers, mineral spirits, and sandpaper, as required. Sandpaper smooth those finished surfaces exposed

to view, and dust off. Scrape and clean small, dry, seasoned knots and apply a thin coat of sealer, before application of the priming coat. After priming, fill in holes and imperfections. Finish surfaces with putty or plastic wood filler. Sandpaper smooth when dried.

## **7. MATERIAL PREPARATION**

- a. Mix and prepare painting materials in accordance with manufacturer's direction.
- b. Store materials not in actual use in tightly covered containers. Maintain containers used in storage, mixing and application of paint in a clean condition, free of foreign materials and residue.
- c. Stir materials before application to produce a mixture of uniform density and stir as required during the application of the materials. Do not stir surface film into the material. Remove the film and, if necessary, strain the material before using.
- d. Stripping:
  - i. Employ a party specializing in such work
  - ii. Use environmentally safe water soluble chemical paint stripper
  - iii. Protect all surrounding houses
  - iv. Provide ventilation
  - v. Use in exact accordance with manufacturer's directions
  - vi. Thoroughly rinse and remove residue
  - vii. Legally dispose of waste

## **8. APPLICATION**

- a. General:
  - i. Apply paint in accordance with the manufacturer's directions; use applicators and techniques best suited for the type of material being applied.
  - ii. Apply additional coats when undercoats, stains or other conditions show through the final coat of paint, until the paint film is of uniform finish, color and appearance.
- b. Minimum Coating Thickness:
  - i. Apply each material at not less than the manufacturer's recommended spread rate

c. Prime Coats:

- i. Apply a prime coat to surface, which is to be painted or finished, and which has not been prime coated by others.
- ii. Re-coat primed and sealed surfaces where there is evidence of suction spots or unsealed areas in first coat, to assure a finish coat with no burnthrough or other defects due to insufficient sealing.
- iii. Roll and redistribute paint to an even and fine texture. Leave no evidence of rolling such as laps, irregularity in texture, skid marks, or other surface imperfections.

d. Pigmented (Opaque) Finishes:

- i. Completely cover to provide an opaque, smooth surface of uniform finish, color, appearance and coverage. Cloudiness, spotting, laps, brush marks, runs, sags or other surface imperfections are unacceptable.

e. Transparent (Clear) Finishes:

- i. Use multiple coats to produce glass smooth surface film of even luster. Provide a finish free of laps, cloudiness, color irregularity, runs, brush marks, orange peel, nail holes or other surface imperfections.

f. Completed Work:

- i. Match approved samples for color, texture, and coverage. Remove, refinish or repaint work not in compliance with specified requirements.

**9. CLEANING**

- a. At the end of each workday, remove all masking, empty cans, rags, rubbish, and other discarded paint materials from project site. After completing painting, clean adjacent paint-spattered surfaces. Remove spattered paint by washing and scraping without scratching or damaging adjacent finished surfaces.

**10. PROTECTION**

a. Protect adjacent construction against damage from electrostatic painting. Correct damage by cleaning, repairing or replacing, and repainting, as approved by Owner. b. Provide "Wet Paint" signs to protect newly painted finishes.

## **11. COMPLIANCE WITH REGULATIONS**

a. The Contractor shall comply with all applicable local, state, and federal laws and regulations. The Contractor shall have Material Data Sheets (MDS) for all products utilized in the course of this project. Contractor's workers shall be trained in utilizations of MDS and have the MDS available in the event of an emergency.

## **Other Terms and Conditions**

- (i) One cover containing the technical documents (i.e. Annexure-I duly filled in) includes documentary proof etc. (Technical bid)
- (ii) Second cover containing the Rates (i.e. Annexure-II duly filled in) of this offer. (Financial bid)
- (iii) Both Technical and Financial bid covers should be enclosed in another cover super scribed as tender "Tender for Interior Painting work at 3435, Jackson Street, San Francisco"

The company/ agency, while submitting their tender form, shall enclose self-attested Photostat copies of experience, trade license essential for carrying out the activities under reference, license, and any other documents in support of permission from the Competent Authority for carrying out the activities under reference. Tender form incomplete in any respect and not supported with such requisite documents, will be rejected by CGI, San Francisco.

### **3. Eligibility Criteria**

3.1 The bidder should have a permanent place of business in San Francisco and Bay Area. The complete Postal Address, Telephone / Mobile / Fax / E-mail address, etc. should be provided, while submitting the completed tender form.

3.2 The firm should have relevant license etc for the purpose of taking up cleaning in San Francisco (Copies to be enclosed) and should possess an experience of minimum 3 years in the field of painting services.

3.3 Selection Criteria : The company/firm which Quotes the lowest overall rate, including the cost of painting and allied materials shall be awarded the contract. In case 2 firms quotes the same rate, the firm which has got more experience in the relevant field shall be awarded the contract. The decision of the Tender Committee in this regard shall be final. The bidding agency should submit an undertaking to the effect that it has not been blacklisted by any US government organization.



**ANNEXURE-I**

**TECHNICAL BID**

1. Name of the firm
2. Full Postal Address of the Registered office :
3. Correspondence address :
4. Mobile Phone No.
5. Telephone No.
6. Fax No.
7. Registrantion no.:

<b>S. N.</b>	<b>Requirements</b>	<b>Reply</b>	<b>Remarks, if any</b>
1.	Date of Establishment of Firm		
2.	Name of the Contract person to whom all reference shall be made regarding this tender		
3.	Agency Tax details if any		
4.	Registration certificate & License for the service and its validity		
5.	Experience as required in the Tender Document (proof to be enclosed)		
6.	Any other information which you consider necessary to furnish		

**UNDERTAKING**

- a) I, the undersigned certify that I have gone through the terms and condition mentioned in the tender document and undertake to comply with them.
- b) The rates quoted by me are valid and binding upon me .
- c) I hereby had undertaken to render the service as per direction given .

Date: - Signature of the Bidder: -

Place: - Full Name: -

Designation: -

(Office seal of the Bidder)

**ANNEXURE-II**

**FINANCIAL BID**

1. Name of the firm
2. Full Postal Address of the Registered office :
3. Correspondence Address :
4. Mobile Phone No.
5. Telephone No.
6. Fax No.

QUOTE YOUR RATES

S. No.	Details of scope of work	Price for job (in US\$)
1.	To carry out interior wall paintings of the house premise at 3435, Jackson Street, San Francisco. To provide all necessary equipment, materials, tools, and labor to prepare, patch (as needed), and apply paint, two separate finish coats unless otherwise stated, to the interior walls of the premise. Bid price shall be inclusive of the cost of all associated materials.	

Note: The tenderer should quote price in USD/INR which shall be inclusive of all the charges and any other statutory obligations as the case may be.

Signature and Seal of the bidder/contractor

Date :

Place :