

Embassy of India

Rabat

Reference No. RAB/872/01/2025

Date: 16 March 2026

Notice Inviting Tender

The Embassy of India in Rabat invites sealed tenders (two bid system – Technical & Financial) from eligible firms for Modification and Refurbishment Works in the Embassy of India, Rabat, Morocco.

2. The tender details can be downloaded from the websites: <http://www.indianembassy rabat.com> or <http://www.epublish.gov.in> from 17 March to 30 March 2026. No tender fee will be charged for the tender documents.

Reference No.	RAB/872/01/2025
Issuing Authority	Head of Chancery, Embassy of India, Rabat
Work description	Modification and Refurbishment Works in the Embassy of India, Rabat, Morocco
Site address	No. 88, Rue Ouled Tidrarine, Souissi, Rabat,
Time period for completion of work	25 days
Address for submission	The tender should be sealed in an envelope super-scribed with the reference number indicated in column No. 1 and delivered to: Head of Chancery, Embassy of India, No. 88, Rue Ouled Tidrarine, Souissi, Rabat, Tel. No. +212-666-063-257
Pre-qualification	Bid is open only to firms duly recognized/registered with Government of the Kingdom of Morocco and which have carried out similar works for reputed clients viz. international organizations, Diplomatic missions, etc. Bid may be tendered in local currency.
Conditions	(i) The tender should be valid for at least three months. (ii) The Embassy of India reserves the right to reject any or all of the bids/offers without giving any notice or assigning any reason thereof. The decision of the Embassy in this regard will be final and binding upon the bidders. (iii) Bills would be settled as per the payment schedule included in the tender through cheque/bank transfer subject to satisfactory completion of works.

(Arijit Laha)
Head of Chancery
16.03.2026

IMPORTANT DATES

	Key event	Dates
1.	Publishing of tender document on Mission's website and on CPP Portal	17 March 2026
2.	Last date for submission of bids/ Closing date of tender	30 March 2026 by 1730 hrs
3.	Date of opening of bids	31 March 2026 by 1100 hrs
4.	Venue for opening of bids	Embassy of India, Rabat

Queries, if any, may be addressed to the Head of Chancery at the Embassy of India, Rabat at email ID – hoc.rabat@mea.gov.in.

TERMS AND CONDITIONS

1. **Bidders are required to submit the Technical Bids (Annexure – II) and Financial Bids (Annexure-III), each sealed in a separate envelope.** The Envelope with Technical Bids and Financial Bids may be super-scribed “Technical Bid” and “Financial Bid” respectively. The tender bid/ offer submitted shall be neatly arranged, plain and intelligible. Each page of the tender should be signed. These should not contain any terms and conditions, printed or otherwise, which are not applicable to the tender. The conditional tender will be summarily rejected. Insertions, postscripts, additions and alterations shall not be recognized, unless confirmed by bidder's signature.
2. The bidder is required submit documentary evidence in respect of their technical capabilities and experience in providing similar services.
3. Any tender received by Embassy of India, Rabat after the deadline for submission of tenders will not be accepted.
4. The firms concerned will be fully responsible for the safety and insurance of its employees.
5. In case of any ambiguity/dispute in the interpretation of any of the clauses in this tender document, the Embassy of India, Rabat's interpretation of the clauses shall be final and binding on all parties.
6. **Earnest Money Deposit (EMD):** EMD or Bid Security Deposit **of Dh. 3400/- (Moroccan Dirhams Three thousand four hundred only)**, with a validity of Two months should be submitted vide a demand draft / Bank Guarantee in favour of Embassy of India *Tenders submitted without EMD/Bid Security Deposit will not be considered for evaluation and will be rejected out-rightly.* The EMD / Bid Security Deposit in the form of a demand draft or Bank Guarantee should be submitted in a separate Sealed Envelope **clearly super-scribed “EMD/ Security Deposit”**.

7. **Performance Guarantee:** The successful bidder will have to submit a Bank Guarantee (in the format given at Annexure IV) of value equal to 10% of the contract amount within 10 days of the award of work. The Bank Guarantee must remain valid during the completion of the works. The guarantee money will be refunded within 60 days after the successful completion of contract work provided there is no breach of contract or there is no claim for damages from the Embassy's side. **No interest shall be payable by the Embassy on the Performance guarantee or Bid Security Deposit.**

8. The Embassy reserves the right to terminate the contract at any point of time during the tenure of contract, if the contractor dishonours the contract or his services are not found satisfactory. Decision of the Embassy in this regard shall be final and binding upon the contractor.

16.03.2026

(Arijit Laha)
Head of Chancery
Embassy of India
Rabat (Morocco)
Email: hoc.rabat@mea.gov.in

GENERAL CONDITIONS OF CONTRACT

1. Prices

- i. Price quoted by the bidder and agreed to by Embassy of India, Rabat shall be considered final and no price escalation will be permitted thereafter on any grounds.
- ii. Bidders must quote the price in the format given at **Annexure-III** of this document.
- iii. All prices are to be quoted in Moroccan Dirhams only.
- iv. Payment would be made as per the Payment schedule at Para 4 below subject to satisfactory completion of job.

2. **Taxes and duties:** The rates quoted should be inclusive of all taxes.

3. **Force Majure:** Only in case of Force Majure, the Embassy of India, Rabat would consider a proposal for relaxing the penalty and work requirements specified in this document, to the extent the delay in performance or other failure of the Contractor to perform his obligations under the contract are the result of Force Majure. Force Majure is defined as an event or effect that cannot reasonably be anticipated such as acts of nature (like earthquake, floods, storms, etc.), acts of states, the direct and indirect consequences of wars (declared or undeclared), hostilities, national emergencies, civil commotion and strikes at the Contractor premises.

4. Payment Schedule

Payment Stage	Milestone / Deliverable	Payment Amount (% of Contract)
Stage 1:	Completion of 30% of physical work (foundation/structural shell).	20%
Stage 2: Progress I	Completion of 70% of physical work (roofing, internal plumbing/wiring).	30%
Stage 3: Completion	100% Physical completion, site clearance, and "As-Built" drawings.	30%
Stage 4: Final Bill	Final measurement, quality certification, and formal handover.	20%
Stage 5	Release of Performance Guarantee after 60 days from the completion of project	

SCOPE OF WORK

Following works shall be carried out for the renovation and refurbishment of two office rooms with related modifications at the Embassy of India in Rabat at 88, Rue Ouled Tidrarine, Souissi in **two parts** as mentioned below:

Part -I: Re-construction of office A with area 25 Sqm. with attached toilet of area 3 Sqm

- I. Site preparation including scraping, dismantling of the existing structure, shifting of existing fixtures /shrubs etc., cleaning of surfaces and removal of debris thereupon.
- II. Re-construction of an office with area 25 Sqm. with attached toilet area of 3 Sqm. with foundation works
- III. Installation of false ceiling frames and plastering works on walls and posts with cement mortar finishing.
- IV. Supply and installation of a roof of metal structure and ceiling covering including insulated panels.
- V. Electrical works including wiring, installation of lighting fixtures, switches, power sockets and grounding system.
- VI. Plumbing works including installation of water supply pipes, drainage pipes, washbasin with tap and sanitary fittings including a western-style toilet.
- VII. Supply and installation of floor tiles including skirting and finishing.
- VIII. Supply and installation of aluminum doors and windows with metal grill including accessories and sealing.
- IX. Painting works for walls and ceilings including surface preparation and finishing coats.
- X. Installation of Air-conditioning Unit with Heating and Cooling

Part -II: Re-construction of office B with area 10 Sqm. with Modification of existing glass structure area:

- I. Reconstruction of one office area of 10 Sqm and creating a wall in between the toilet and the office space.
- II. Supply and installation of a roof of metal structure and ceiling covering including insulated panels. Installation of false ceilings with smooth finishing.
- III. Supply and installation of aluminum doors and windows including accessories and sealing.
- IV. Electrical works including wiring, installation of lighting fixtures, switches, power sockets and grounding system.
- V. Painting works for walls and ceilings including surface preparation and finishing coats.
- VI. Installation of Air-conditioning Unit with Heating and Cooling

All works shall include the supply of materials, labour, equipment, accessories and finishes necessary for the proper execution and full completion of the works in accordance with professional standards and good construction practices.

Completion of work:

- i. The work is to be completed within 25 days after award of the tender.
- ii. The Embassy of India, Rabat reserves the right to levy penalty @0.5% of the contract price per day for delay beyond the scheduled period.

TECHNICAL BID
Tender No. RAB/872/01/2025

Date:.....

**Format For Submitting the TECHNICAL BID
for Renovation and Refurbishment of Two Offices with Related Modifications at the
Embassy of India in Rabat
At 88, Rue Ouled Tidrarine, Souissi**

1. Name of the firm:
2. Address of the firm.....
3. Mobile phone No.....
4. Telephone No.....
5. E-mail id.....
6. Company's Registration details,
7. Company's TVA registration details
7. Company's Experience of similar works
8. Name of the Contact person to whom all reference shall be made regarding this tender
9. Any other information which you consider necessary to furnish

UNDERTAKING

- a) I, the undersigned certifies that he has perused the terms and condition mentioned in the tender document and undertakes to fully comply with them.
- b) The rates quoted are valid and binding upon the company for the entire period contract.
- c) The company promises has undertaken to render the service as per the instructions given in the tender document.

Date:

Place:

(Signature of authorized signatory)
Name & Designation:

Company seal:

FINANCIAL BID
Tender No. RAB/872/01/2025

Date:

Format for Submitting the FINANCIAL BID
for Renovation and Refurbishment of Two Offices with Related Modifications at
Embassy of India in Rabat at 88, Rue Ouled Tidrarine, Souissi, Rabat

Price Schedule:

S. No.	Work	Work detail	Amount (In Dirhams)
1.	Renovation – reconstruction and refurbishment of two offices with related modifications at the Embassy of India in Rabat at 88, Rue Ouled Tidrarine, Souissi as mentioned below:	As per tender document (Annexure-I)	
		Sub-total	
		Taxes	
		Total amount	

Name of firm:

Address of the firm for correspondence/Contact details:

.....

Note 1: The above quoted prices are complete in all respect as per Scope of work mentioned in Annexure – I and inclusive of taxes.

2. Certified that rated quoted for the above work are as per details, terms and conditions mentioned in the tender document.

Date:

Place:

(Signature of authorized signatory)

Name & Designation:

Company seal:

Performance Security Guarantee Format

To:

**Embassy of India,
88, Rue Ouled Tidrarine,
Souissi, Rabat**

WHEREAS _____ (Name and address of the Contractor) herein called “Contractor” has undertaken, in pursuance of Contract No. _____ dated _____ to execute works as mentioned in the above Contract.

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with its performance obligations in accordance with the Contract.

AND WHEREAS we [Name of the Bank]have agreed to give the Contractor such a Bank Guarantee.

NOW THEREFORE We hereby affirm that we are Guarantors and responsible to you, on behalf of the Contractor , up to a total of _____ (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract and without cavil or argument, any sum or sums within the limit of _____ (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

WE FURTHER AGREE that no change or addition to or other modification of the terms of the Contract or of the works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee is valid until the _____ day of _____, 2026.

(Signature and Seal of Guarantors)

[Name of Bank]

[Address]

[Date]