

Permanent Mission of India to the UN
New York

Date: 12 March 2019

Request for Proposal

Permanent Mission of India to the UN, New York invites quotations from specialized cleaning/maintenance agencies for the work outlined below.

Location: 235 East 43rd Street, New York, NY 10017

Scope of work:

To strip, clean, polish and apply protective clear lacquer to the following areas:

1. **Main Entrance Door at 235 East 43rd Street**
 - a. Interior and exterior of the 2 decorative bronze doors/transom panels and frame (Main door);
 - b. Interior and exterior of the wood/bronze door (Residence door);
 - c. Signage and standpipes;
 - d. Interior bronze swing door, frame and saddle

2. **Back Entrance Door at 244 East 44th Street**
 - a. Door/transom panel, frame around the door;
 - b. Interior bronze swing door;
 - c. Standpipes and vent covers.

All adjoining areas are to be masked and protected.

Validity of Proposals

Proposals shall remain valid and open for acceptance for a period of 120 days from the last date of submission.

Site Visit

Site-visit to familiarize with the scope of work can be organized on mutual convenience. [Mr. Rajesh Kumar, Attaché, Tel: 212-490-9660 Ext.205; Email: property@indiaun.net may be contacted for site visits.]

Insurance

Workers will be covered with worker's compensation and general liability insurance. The property and personnel of the Mission should be covered by the insurance and an indemnification provided.

Working Hours

The work shall be performed during weekdays and regular working hours.

Retention Money / Performance Guarantee

An amount equivalent to 10% of the accepted contract value shall be deducted from the final payment towards retention money/performance guarantee. On due performance and completion of the work in all respects, the Performance Guarantee shall be returned, without any interest, after six months of completion of the work.

Guarantee / Warranty

The bidding agency shall provide guarantee for a period of six months from the date of completion of the said work for the work performed/material being used. If any erosion/blackening/rusting is found on any of the surfaces that is cleaned by the agency within the first six months of completion of work, the agency must rectify the defects immediately without any additional cost.

Last date of submission of proposals: 15 April 2019

Interested agencies may send their proposals to the following address:

**Permanent Mission of India to the UN
[Attn.: Attaché (Property)]
235 East 43rd Street
New York, NY 10017**

For clarifications/queries, please send an email to: property@indiaun.net
