Embassy of India

Baghdad

Tender Ref. No. : BAG/ESTT/861/02/ 2026

Dated: 11h November , 2026

Modification Works at Embassy of India, Baghdad

A. NOTICE INVITING TENDER

Sealed bids are invited for modification works to be undertaken at new Embassy premises located at House No 29, Street No. 18, District 601, Mansour, Baghdad. Interested parties may submit their bids in two separate double sealed envelopes. One envelope should clearly mention "Technical Bid" and another envelope "Financial Bid". It may be noted that the price is not to be quoted in the technical bid. It shall only be quoted in financial bid. Non-adherence to this shall be making tender liable for rejection. The sealed envelopes shall be again put in another sealed cover and should be superscribed as "Tender for modification works to be undertaken at Embassy of India, Baghdad".

2. The tender document can be downloaded from the website https://www.eoibaghdad.gov.in/ from 11th November 2026 onwards. Please note that any corrigendum/addendum in the above tender document, if required, will be hosted on same

Tender Reference No.	BAG/ESTT/861/02/2026
Issuing Authority	Head of Chancery, Embassy of India, Baghdad
Work Description	Modification works at Embassy of India, Baghdad
Time period for completion of work	07 days
Address for submission	The tender should be sealed in an envelope super-scribed with the reference number indicated in column No. 1 above and delivered to Head of Chancery, Embassy of India, Baghdad at House No. 22, Street No. 16, District 601, Mansour, Baghdad
Pre-Qualification	(i) Bid is open only to firms/ companies duly recognized/registered with relevant agencies of the Government of Iraq. (ii) Firm/Company should have minimum experience of 03 years working in the field. (iii) Firms/Company, preferably, has experience of working with reputed clients viz., international organizations, Diplomatic Missions, Government offices, MNCs etc.
Terms & Conditions	(i) The tender should be valid for 90 Days. (ii) The Embassy of India, Baghdad, reserves the right to reject any or all 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) Submission of Earnest Money Deposit (EMD) is must.

	(iv) Payment of 90% of total amount will be done after successful completion of order and rest 10% after a period of 30 days from the date of successful completion of work. (v) Submission of Performance Guarantee by the successful bidder is must. The amount may be adjusted against the EMD already deposited with the Embassy.

3. The interested bidders should submit the bids in two separate sealed covers, superscribed as "Technical Bid" and "Financial Bid". Both sealed covers should be put in a single enveloped superscribed as "Tender for undertaking modification works at Embassy of India , Baghdad". The envelope should then be physically dropped at the Embassy of India, Baghdad at the address given above. Please note that tender document will not be accepted after the expiry of stipulated date and time for the purpose () under any circumstances.

4. The Earnest Money Deposit (EMD) of USD 1000/- (One Thousand USD only) in the form of Account Payee Demand Draft/Pay Order/ Fixed Deposit drawn in favor of "Embassy of India, Baghdad" is required to be submitted along with tender bids.

5. The Technical Bids will be opened on 23.11.2026 at 1100 hrs by a Committee authorized by the Competent Authority of the Embassy. The financial bids of only those bidders, whose Technical Bids are found responsive, shall be opened by the Committee authorized for the purpose. The pre-bid site visit may be conducted from 12th November 2026 to 21st November 2026 between 1000 hrs and 1700 hrs. For any queries, please write to hoc.baghdad@mea.gov.in or adm.baghdad@mea.gov.in.

6. The Competent Authority reserves the right to reject any or all the bids or cancel the tender, without assigning any reason and the decision of the competent authority of the Embassy shall be final and binding.

(Dipak Das)
Head of Chancery
11th November, 2026

B. Dates to Remember

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

S.No.	Events	Date	Time
1	Notice Inviting Tender	11th November 2026	1500 hours
2	Starting Date for site visit	12th November 2026	1000 hours
3	Last Date for site visit	21stNovember 2026	1700 hours
4	Starting Date for submission of bids	12th November 2026	1000 hours
5	Pre-Bid Conference meeting	15th November 2026	1100 hours
6	Last Date for submission of bids	22ndNovember 2026	1700 hours
7	Opening of Technical Bids	23nd November 2026	1100 hours
8	Opening of Financial Bids (of only those who qualify in the Technical Bid stage)	23nd November, 2026	1500 hours

C. SCOPE OF WORK

Modification works to be undertaken at the Embassy are as follows:

i) Installation of punch tape concertina coil (PTCC) on entire fence perimeter

ii) Installation of view cutters / screens along the boundary perimeter.

iii) Creation of one solid concrete sentry post as per Embassy's requirements.

iv) Installation of solid metal grilles on all glass windows and glass doors of the Embassy.

2. The above-mentioned work shall be carried out with contractor's own material and labor.

3. The area of station will be cleared and cleaned by the contractor at the closing of daily work.

4. The contractor shall plan & execute the work in such a way that the work proceeds smoothly to the satisfaction of the Embassy of India.

5. All scaffolding & safety equipment will be arranged by the contractor. The Contractor shall take all necessary precautions to ensure safety. No responsibility what so ever will be borne by the Embassy of India.

D. **EARNEST MONEY DEPOSIT (EMD)**

The amount towards EMD is USD 1000/- (One Thousand USD only).

2. The tender documents should be accompanied by Earnest Money Deposit (EMD) in the form of a Demand Draft (DD)/Pay Order (PO) / Fixed Deposit Receipt drawn on any Bank, in favour of "Embassy of India, Baghdad".

3. Bids submitted without "EMD" will stand rejected.

4. No interest shall be payable on EMD.

5. The EMD will be returned to the unsuccessful bidder(s) within 10 days from the date of issuance of the Notification of Award of Work on the selected bidder or cancellation of the tender.

6. The EMD shall be forfeited:

a) If the bidder withdraws the bid during the period of bid validity specified by the bidder in the bid form.

b) In case of successful bidder, if the bidder

(i) Fails to sign the Contract Agreement in accordance with the terms of the tender document

(ii) Fails to furnish required Performance Bank Guarantee in accordance with the terms of Tender Documents within the time frame specified in the tender document

(iii) Fails or refuses to honour his own quoted prices for the services or part thereof.

E. Time Period for execution and completion of Works

All modification works must be completed within 07 calendar days from the date of award of contract. Prospective bidders are advised to physically visit the site to assess the scope and extent of work. Site visits may be scheduled with prior appointment by contacting through email at adm.baghdad@mea.gov.in and hoc.baghdad@mea.gov.in.

F. Eligibility Criteria:

1) Must be a registered entity in the Republic of Iraq.

2) Minimum 3 years of establishment.

3) Completed at least 2 similar renovation/modification works in the last 3 years.

4) Minimum annual turnover of USD 50,000/- in each of the last 3 years, bidders must submit financial statements for the last 3 years.

G. Pre-bid Meeting

1) Embassy of India, Baghdad, will conduct the Pre-bid Meeting, if specifically requested, to address the submitted queries.

2) A prospective bidder, requiring a clarification on the Tender document may send their queries to adm.baghdad@mea.gov.in and hoc.baghdad@mea.gov.in.

3) Pre-bid meeting will take place on 15th November, 2026 at 1100 hours to address the submitted queries.

H. Evaluation and Selection

Selection shall be based on the Lump-Sum Fixed Price quoted (L1 Basis) from those who have qualified on the technical parameters.

2) Bidders must submit a brief company profile including background, experience, past project photos and references, and any relevant brochures or achievements.

I. Terms & Conditions:

1) Technical bid and financial bid if not submitted in separate sealed envelopes will lead to disqualification.

2) To assist in Technical evaluation, the Embassy reserves the right to call for any clarification from any/all bidding agencies during the evaluation of the bids. Such clarification should be submitted only in writing. However no other correspondence on bids will be entertained.

3) Participation in this bid will imply that the bidder has accepted all the terms and conditions and subsequent modifications, if any, of this bid document.

4) The bids shall remain valid for a period of 90 (Ninety) days.

5) Failure to furnish all the required information may result in rejection of the bid.

6) Tender bids received after the closing date and time will not be entertained.

7) The Embassy reserves the right to extend the last date and time for submission of the bids on its own discretion.

8) The Embassy reserves the right to accept or reject any or all bids without assigning any reasons at any stage of tender process. No bidders shall have any cause or claim against the Embassy for rejection of their bid.

9) In all matters related to dispute relating to this tender, the decision of the Embassy of India will be final and binding upon the agency.

10) Any notice by one party to the other, pursuant to the Contract shall be sent by e- mail/letter and confirmed in writing to the address specified for that purpose in the Contract.

J. Performance Bank Guarantee:

The successful bidder shall provide a Performance Guarantee for the due and faithful performance of contract for a sum of 5% of the total contract price before the signing of Agreement. The Performance Guarantee should remain valid for a period of 60 days beyond the date of completion of contractual obligations. Earnest Money Deposit of the successful bidder may be adjusted against the Performance guarantee. Refusal or inability or delay by successful bidder to supply all deliverables as per scope of work at the contracted rate may result in termination of the contract and forfeiture of Performance Guarantee (PG) as well as disqualification of the bidder from participating in future tenders.

K. Work Order with the successful bidder will be signed after the submission of the Performance Bank Guarantee (PBG) which shall be 5% percent of the contract value.

Technical Bid

Tender No._____ Dated:_____

Format for submitting the bid for modification works to be carried out at Embassy of India, Baghdad

i. Name of Company:

ii. Registered address of the Company:

iii. Mobile Phone No.

iv. Email ID:

v. Company registration number

vi. Experience Details:

vii. Annual turnover with supporting documents:

viii. Details of contact person for tender purpose:

ix. Any other information deemed necessary for the purpose of evaluation of this tender:

UNDERTAKING:

i. I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.

ii. The rates quoted by me are valid and binding upon me for the entire contract period.

Date:

Place:

Signature and Seal of the Company

FINANCIAL BID

Tender No. _____ Dated:_____

Format for submitting the bid for modification works to be carried out at Embassy of India, Baghdad

Price Schedule

S.No.	Nature of work	Cost in USD
1	Installation of punch tape concertina coil (PTCC) on entire fence perimeter of the Embassy.	
2	Installation of view cutters / screens along the boundary perimeter	
3	Creation of one solid concrete sentry post as per Embassy's requirements.	
4	Installation of solid grilles on all glass windows and glass doors of the Embassy.	

The above quoted prices are complete in all respect as per Scope of Work mentioned and inclusive of taxes.

Date:

Place:

Signature and Seal of the Company