



**EMBASSY OF INDIA  
Bucharest**

**TENDER NOTICE**

The Embassy of India, Bucharest invites sealed quotation from reputed firms for tender for Supply, Installation, Testing and Commissioning of VoIP-Based IP-PBX System, Network Infrastructure, Dual-WAN Firewall, and Related Works

2. For further enquiries, please visit our website:  
<https://www.eoibucharest.gov.in/tenders/>

No. BUC/Admn/885/01/2025  
Embassy of India  
Bucharest

Dated: 29 December 2025

**TENDER NOTICE**

**Subject: Tender for Supply, Installation, Testing and Commissioning of VoIP-Based IP-PBX System, Network Infrastructure, Dual-WAN Firewall, and Related Works at 86 Strada Grigore Alexandrescu, Sector 2, Bucharest, Romania**

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**EMBASSY OF INDIA**  
**BUCHAREST**

**Tender for work :- Supply, Installation, Testing and Commissioning of VoIP-Based IP-PBX System, Network Infrastructure, Dual-WAN Firewall, and Related Works at 86 Strada Grigore Alexandrescu, Sector 2, Bucharest, Romania**

**TERMS AND CONDITIONS:**

1. **Lump Sum Fixed Price Tender-** This is a LUMPSUM FIXED PRICE TENDER/BID with the Extent of Work as shown in "Scope of work". The Tenderer shall examine the scope of work and other Documents and all Addenda (if any) before submitting his Tender and shall become fully informed as to the extent, quality, type and character of operations involved in the Works. The Tenderer shall visit and acquaint himself with the Site of the Works. The tenderer shall take entire responsibility in the interpretation of this report and of the site conditions. No consideration or compensation will be given for any alleged misunderstanding of the nature of the work to be executed.

Bidders are required to **quote Lump sum fixed price**, to be quoted both in figures and in words in RON only. In case of any discrepancy between figures or words, the amount quoted in words shall be taken to be correct for this tender, which shall be the basis for deciding the tender quote and the L1 bidder.

2. The Bid shall be submitted in **02 separate sealed envelopes**. One for technical bid and one for financial bid. Financial bid of only technically qualified bidders will be opened.
3. The Bid shall be submitted before *5.00 p.m. on or before 19 January 2026* at the **Embassy of India, 46 Aviatorilor, Sector 1 Bucharest**. Any Bid received after this date and time will not be considered and will not be opened. Any such unopened Bid will be returned to respective bidder.
4. **Opening of Bids-** Bids shall be opened at 3 pm on 20.01.2026 at the Embassy of India, Bucharest
5. **Amendments to Tender Document-** At any time prior to the date of opening of the tender, the Employer may issue an addendum in the Tender Document in writing to all persons or firms to whom the Tender documents have been issued, deleting, varying or extending any item of this Tender Document. Prospective bidders shall promptly acknowledge receipt of each Addendum by email to the Employer.

Unless it is in formal manner described above, any representation or explanation to the Bidder shall not be considered valid or binding on the Employer as to the meaning of anything connected with the Tender Document.

The date and time for submission may be deferred by an official notification in writing issued by the Employer to all Bidders. Tenders received after this date will not be considered.



6. **Disqualification of Tender-** Tender may be disqualified for any reason including, but not limited to the following:

- a) If tenderer sets forth any conditions which are unacceptable to the Employer.
- b) If any tender is submitted under a name other than the name of the individual firm partnership or corporation that was issued the Tender Document.
- c) If there is evidence of collusion between Bidders.
- d) If Tender sets forth any offer to conditionally discount, reduce or modify its tender.

7. **Compliance with Laws and Regulations and Pricing of Schedule of Quantities**

The attention of Bidders is drawn as to compliance with laws and regulations concerning safety and health, labour regulations, social insurance, labour taxes, tax deduction, import restrictions duties and levies, company's tax, input tax and output tax (VAT) etc.

8. **Fixed Priced Lump Sum Tender -** Price escalation, in rates due to any reason such as change in foreign currency, increase in prices of material, equipment & labour, fuel (petrol, diesel, gas etc), transport, electricity & water, levy of new taxes, hike in any tax rate, Cess or due to delay in completion etc shall not be applicable. Quoted price shall be exclusive of VAT.
9. Payment shall be released on completion of the job.
10. **Period of completion for the work is 10 days.** Commencement date of work shall be counted from the next day of Issue of letter of award or from the date of handing over of site whichever is later. Liquidated damage shall be levied on contractor for delay in completion if it is ascertained that contractor is responsible for delay. The rate of liquidated damage shall be calculated @ 0.5% of contract amount per week limited to maximum 10% of contract amount. This shall be computed on per day basis.
11. Defects liability period shall be 365 days from date of practical completion of work. Contractor shall be bound to remove/ rectify / replace any defects / defective work which is noticed during defects liability period at his own risk and cost. For water proofing work the guarantee for the work shall be 10 years from date of completion.
12. **Retention money/Bank Guarantee :-** Retention money @ 5 % of contract amount shall be retained. The entire balance retention money shall be released at the end of defects liability period after satisfactory performance of work / workmanship of the work during defects liability period. The retention money can be converted in Bank Guarantee of equivalent amount.

13. Contractor's all risk policy:- A suitable Contractor's all risk policy shall be obtained by contractor at his own expense as per the prevailing local practice/local law before commencement of work. Mission shall be indemnified from any mishaps/accident at site.
14. Workmen Compensation policy:- A suitable Workmen Compensation policy as per prevailing local practice/local law shall be obtained by contractor at his own expense before commencement of work. Mission shall be indemnified from any mishaps/accident at site.
15. Mobilization advance amounting to 30% of the contracted amount will be paid, subject to submission of Bank Guarantee of the similar amount.
16. Specification: The item of work / material used in the work shall be complying with the standard of quality like British standard / American standard / Indian Standard or equivalent. The material used /or workmanship should be of equivalent or higher standard than the existing items. Sound engineering practice should be adopted in all items of work execution.
17. Contractor is bound to complete the work once they deposit the performance bank guarantee and signs the contract agreement. In case of non-completion of work or showing no intention to complete the work within stipulated time of completion of work or within approved extended time of completion of work, the mission shall be at liberty to forfeit retention money / performance guarantee and any other dues of contractor available with department.
18. Contractor is also bound to rectify / replace the defective item of work or workmanship which may come to notice during defects liability period or within the the guarantee period of the work at his own risk and cost. In case of non-compliance of removal / rectification/ replacement of defective item of work or workmanship , the employer shall be at liberty to forfeit full or part of his retention money and/or performance guarantee and/or any other money or guarantee of the contractor available with the Employer.
19. On completion of work, contractor shall submit all equipment manuals, guarantee cards, specifications etc. The final bill of work shall be paid only of completion of work and depositing all documents as above.

  
[Mahesh Chand]  
Second Secretary & HoC  
29.12.2025



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**Tender for work:- Supply, Installation, Testing and Commissioning of VoIP-Based IP-PBX System, Network Infrastructure, Dual-WAN Firewall, and Related Works at 86 Strada Grigore Alexandrescu, Sector 2, Bucharest, Romania**

**Introduction:-** Scope of work given below is tentative. The bidder may inspect the site and understand the full scope of work. They may add any other item required to complete the work. Their quote on form of tender should include the cost of complete work which includes the scope of work mentioned below and also the additional item of work which they feel necessary for completion of the work. The bids shall be compared based on final amount mentioned in the bid.

**Scope of Work**

A complete **VoIP-based IP-PBX communication system** and its supporting network infrastructure are required to be installed at the main chancery premises comprising **four floors**. The work involves construction and integration of network cabling for telephone and internet facilities to each office of Embassy personnel, the Conference Room, and guard posts, originating from the **main server room located on the semi-basement floor**. The scope includes the **supply, installation, testing, and commissioning** of the IP-PBX system and **22 VoIP key-phone instruments**.

The following facilities need to be installed:

- **Network cable construction for PABX line and internet connection line with proper coverings and installation/supply of key-phone instrument on each floor:** Includes verification of existing Cat 5e cabling, any additional cabling required, terminations, patch panels, patch cords, labeling, and installation of IP phones in all required rooms/floors.
- **Supply/installation of main PABX system which has maximum 30 capacity with proper lockable rack:** IP-PBX (VoIP-based) supporting minimum 30 extensions, SIP trunk, and at least 10 simultaneous external calls, mounted in a lockable rack.
- **Supply/installation of network hub system with firewall which has maximum 30 capacity with proper lockable rack:** Dual-WAN firewall (Fortigate or equivalent), managed PoE switches, and associated patch panels installed in a lockable rack; network designed for at least 70 endpoints. **This includes:** – Integration of **main internet line (1 Gbps)** terminated on WAN-1 of the firewall. – Integration of **backup internet line (500 Mbps)** terminated on WAN-2 of the firewall. – Configuration of **automatic failover** from main line to backup line, with automatic restoration to main line once service is available. – Implementation of link-health monitoring (ping/HTTP checks) and policy-based routing. – Demonstration of failover and fallback during commissioning.

- **Supply/installation of 20 IP key-phone instruments/handphones:** Total 22 VoIP phones (mix of standard and key phones), PoE capable, installed and configured on IP-PBX.
- **Warranty, minimum 1 year:** Comprehensive on-site warranty for all active components and installation workmanship, minimum 12 months.
- **Interiors works, near around, if any:** Minor civil/interior works related to cabling and mounting of equipment.
- **Miscellaneous works, if any:** Any ancillary works and consumables necessary for completion (within reasonable scope).
- **All the materials used for above works have to be same level or higher than US standard:** All active/passive components should comply with relevant international standards (e.g., ANSI/TIA for cabling, IEEE for PoE, etc.).

(Note: The site of work may be inspected by the interested bidder to estimate scope of work and at that time add any other item which may be further required by Embassy for completion of work.)

## CHAPTER II - TECHNICAL BID PROFORMA

1. Name of the firm:

2. Address of the Registered Office:

3. Correspondence address:

4. Contact details:

Telephone :

Fax :

E-mail:

SL NO.	REQUIREMENTS	REPLY	REMARKS, IF ANY
1.	a. Brief introduction of the company		
	b. Registration Certificate & license for the services		



### CHAPTER III - FINANCIAL BID PROFORMA

Name of the firm:

Address of the Registered Office:

Correspondence address:

Contact details:

Telephone: Fax:

E-mail:

SI No.	Items	Charges (Rate per unit) (excluding VAT)	Remarks, if any
1.	Tender for Supply, Installation, Testing and Commissioning of VoIP-Based IP-PBX System, Network Infrastructure, Dual-WAN Firewall, and Related Works at 86 Strada Grigore Alexandrescu, Sector 2, Bucharest, Romania		

**SECTION – IV**

**BIDS SECURING DECLARATION**

I/we accept that if I/we withdraw or modify Bids during the period of validity or if I/we are awarded the contract and I/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/we will be suspended for the period of time specified in the request for bid document from being eligible to submit Bids for contracts with the Government of India.

Date:  
Name:

Place:  
Signature

