



CONSULATE GENERAL OF THE
UNITED STATES OF AMERICA

C - 49, G Block, Bandra Kurla Complex
Bandra East Mumbai – 400 051
Tele: 91 22 2672-4000 Fax 91 22 2672-4305

July 16, 2014

To: Prospective Bidders

RE: Request for Quotation (RFQ)

This RFQ is to obtain quotes to have the interior walls, concrete floor, and metal surfaces of the United States Consulate Mumbai “facilities building” painted.

Attached to this memorandum are a detailed Scope of Work and Bill of Quantities with further details and an approximate square footage.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Quotations are due by 1630, 25 July 2014.

This will be a firm fixed price contract/purchase order.

Should you wish to view the area to be painted, or if you have any further questions, please e-mail MumbaiProcurement@state.gov or call us at 91 22 2672-4561.

Sincerely,


Ivan D. Murray
Contracting Officer

Attachments:

- 1.) Scope of Work
- 2.) Bill of Quantities

Bill of Quantities Painting of Utility Building and Floors

	Description	APPROX QTY. (SQFT)	Rate	Amount Rs.
A	Interior Painting Work (Utility)			
1	Remove efflorescence, grease/oils, nails, unwanted casing, capping and hooks and loose materials from wall/ceiling surface. Protect all the hardware accessories, light fittings, switches, mechanical equipment's and similar items already installed and not to be painted. Scrape entire wall/ceiling surfaces; fill holes, cracks with paint manufacturer's approved material. Prepare the wall surface using manufacturer's recommended product to have even and uniform surface i.e. free of undulations, waves etc. After achieving even surface supply and apply two or more coats of Rustoleum or equivalent paint to get level-3 finish on walls and ceiling. Sand lightly between each succeeding paint coat.	8183		
2	Supplying and applying two or more coat of lead free duco paint of approved shade on doors , window grills, railings and metal brackets to get smooth end even surface. Cost to include all surface preparation and primer coat. The painting shall have at least 5 years warranty.	656		
B	Floor painting			
1	Work to include cleaning of floors, patching up holes, smoothing undulations in floor with approved concrete patch up material per paint manufacture's recommendations. After completion of prep work contractor shall apply 2 or more coats of Epoxy paint. The epoxy paint shall resist hot tire pickup, chemicals, oil, grease ,gasoline stains, and, UV-resistant. The finish floor shall meet SHEM slip characteristics of 10 atleast. The paint shall have low VOC per lead and EPA requirements. The paint shall be compatible with existing floor painting. The finished painting surface shall have minimum three years warranty against any defects.	4024		
2	Supplying and applying two or more coat of lead free paint on WT equipment's . The shade of paint should match the existing colors. Cost to include all surface preparation and primer coat.	1 JOB		
3	Providing and applying two coats of epoxy paint on all exposed metal surface of waste water treatment. The work include scraping entire surfaces; filling cracks with paint manufacturer's approved material. Prepare the surface using manufacturer's recommended primer. The painting surface shall have at least two years warrantee against any defect including material and workmanship.	1937		
	Total cost Rs.			
	VAT			
	Grand Total Rs.			

Scope of Work

Purpose:

The purpose of this contract is to carry out interior painting of Consular compound access control (CCAC) and Service compound access control (SCAC) situated in NCC compound.

Description of Work:

The intent of this contract is to provide supervision, labour, material and equipments required to carry out painting of CCAC and SCAC.

Contract Period:

The Contractor must complete the job within 14 working days from the date of handing over the site physically to the Contractor.

Painting Clauses – General Details

SAFETY – ACCIDENT PREVENTION

A. General. The Contractor shall provide and maintain work environments and procedures that will:

- (1) safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to contractor operations and activities;
- (2) avoid interruptions of Government operations and delays in project completion dates; and
- (3) control costs in the performance of this contract.

For these purposes, the Contractor shall:

- (a) Provide appropriate safety barricades, signs and signal lights;
- (b) Comply with the standards issued by any local government authority having jurisdiction over occupational health and safety issues; and
- (c) Take any additional measures the Contracting Officer determines to be reasonably necessary for this purpose.

B. Records. The Contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in:

- (1) death,
- (2) traumatic injury,
- (3) occupational disease, or
- (4) damage to or theft or loss of property, materials, supplies, or equipment.

The Contractor shall report this data as directed by the Contracting Officer.

C. Subcontracts. The Contractor shall be responsible for its subcontractors' compliance with this clause.

D. Written Program. Before starting the work, the Contractor shall:

- (1) Submit a written proposal for implementing this clause; and
- (2) Meet with the Contracting Officer to discuss and develop a mutual understanding of the overall safety program.

E. The Contracting Officer shall notify the Contractor of any non-compliance with these requirements and the corrective actions required. The Contractor shall immediately take corrective action after receiving the notice. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order suspending all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable

adjustment of the contract price or extension of the performance schedule for any suspension of work issued under this clause.

MATERIALS AND EQUIPMENT

A. General. The Contractor shall provide all necessary painting supplies and equipment, including brushes, rollers, buckets, mixers, space heaters, drop cloths, scrapers, sanding gear, electric sprayers, and texture sprayers if necessary to perform the work. No materials will be furnished by the Government.

B. Selection and Approval of Materials

1. Standard of quality. All materials and equipment incorporated into the work shall be new and for the purpose intended, unless otherwise specified, and all workmanship shall be of good quality and performed in a skillful manner as determined by the Contracting Officer.
2. Selection by Contractor. Where the contract permits the Contractor to select products, materials or equipment to be incorporated into the work, or where specific approval is otherwise required by the contract, the Contractor shall give the Contracting Officer, for approval:
 - (a) the names of the manufacturer;
 - (b) model number;
 - (c) source of procurement of each such product, material or equipment; and
 - (d) other pertinent information concerning the:
 - (i) nature,
 - (ii) appearance,
 - (iii) dimensions,
 - (iv) performance,
 - (v) capacity, and
 - (vi) rating,unless otherwise required by the Contracting Officer.
3. The Contractor shall provide this information in a timely manner to permit the Government to evaluate the information against the requirements of the contract. The Contractor shall provide a submittal register ten (10) days after contract award showing when shop drawings, samples, or submittals shall be made. The Contractor shall submit samples for approval at the Contractor's expense, with all shipping charges prepaid, when directed to do so by the Contracting Officer or COR. Installation or use of any products, materials or equipment without the required approval shall be at the risk of rejection.

C. Custody of Materials

The Contractor shall be responsible for the custody of all materials received for incorporation into the project, including Government furnished materials, upon delivery to the Contractor or to any person for whom it is responsible, including subcontractors. The Contractor

shall deliver all such items to the site as soon as practicable. If required by the Contracting Officer, the Contractor shall clearly mark in a manner directed by the Contracting Officer all items of which the Contractor has custody but which have not been delivered or secured at the site, clearly indicating the use of such items for this U.S. Government project.

GENERAL INSTRUCTIONS:

1. APPLICABLE PAINTING STANDARDS/PAINT SPECIFICATIONS

Before commencing painting work, contractor shall remove efflorescence, grease/oils, nails, unwanted casing, capping and hooks and loose materials from wall/ceiling surface. Protect all the hardware accessories, light fittings, switches, mechanical equipment's and similar items already installed and not to be painted. Scrape entire wall/ceiling surfaces; fill holes, cracks with paint manufacturer's approved material. Prepare the wall surface using manufacturer's recommended product to have even and uniform surface i.e. free of undulations, waves etc. After achieving even surface, supply and apply two or more coats of acrylic paint of Rust-Oleum make or equivalent to get level-4 finish on walls and ceiling. Contractor shall carry out sanding of wall and ceiling lightly between each succeeding paint coat.

After completion of painting work, the contractor must coordinate with USG facility management for inspection, testing and commissioning of the electrical, mechanical and civil work performed by him. Contractor must take all precautions to protect the loose or fixed furniture from damages during construction. Any damages caused by contractor to furniture, equipment and property shall be corrected by contractor at his cost. The contractor shall clean the apartment after completion of all the work and remove the trash/debris from apartment. Contractor shall do the final clean up and touch up the scratches after installation of furniture and equipment's by USG.

A detailed work to be performed is attached with this statement of work. The quantities mentioned in the Bill of Quantities are approximate. The Contractor shall be paid on actual quantity/measurements, jointly recorded by USG and Contractor.

2. PREPARATION/PROTECTION OF WORK AREA

Painting shall not disturb or damage any fixed property (including light fixtures, floors, carpets, or windows). The Contractor shall move, protect and return such property to its original position upon completion of work in that area.

The Contractor shall first remove or protect furnishings (such as furniture and rugs) by appropriate covering. The Contractor shall protect floors from soiling and paint spills. Wooden floors shall not be washed under any circumstances. To protect floors (of all types) from damage, the Contractor shall use a suitable protective cover. The Contractor shall also equip ladders and scaffolding with clean rubber shoes or similar protection devices.

If the Contractor spills any paint, or in any way soils the floors, the Contractor shall clean up using a specialist floor finishing company at the Contractor's expense. After completion of the

painting work, the Contractor shall return all furnishings to their original position, and clean the work area free of litter and debris.

3. **UTILITIES**

The Government cannot ensure that utilities will be available at all properties at all times. The Contractor shall have an alternate source of power (generator) available if needed to ensure that paint will be applied following the manufacturer's specifications. The Contractor shall not adjust the heating or air conditioning controls in properties with utilities turned on to maintain temperature.

4. **EQUIPMENT**

The Contractor shall provide all necessary painting supplies and equipment, including brushes, rollers, buckets, mixers, drop cloths, scrapers, sanding gear, electric sprayers, and texture sprayers if necessary to perform the work. The Government will not furnish any materials.

5. **TECHNICAL SPECIFICATIONS FOR PAINTING WORK**

1. **Interior and Exterior Painting**

Paint surfaces as directed by the task order. Match paint to similar adjacent materials or surfaces.

- (a) **Paint:** This category includes coating systems materials, primers, emulsions, enamels, stains, sealers and fillers, and other applied materials whether used as prime, intermediate or finish coats.
- (b) **Product Data:** The Contractor shall submit manufacturer's technical information, label analysis, and application instructions to the COR for each paint material proposed for use, prior to starting work. The Contractor shall list each material and cross-reference specific coating and finish system and application as an attachment to the above submittal. The Contractor shall identify each material by the manufacturer's catalog number and general classification.
- (c) **Single Source Responsibility:** The Contractor shall provide primers and undercoat paint produced by the same manufacturer as the finish coats.
- (d) **Material Quality:** The Contractor shall provide the manufacturer's best quality trade sale type paint material. Paint material containers not displaying manufacturer's product identification are not acceptable.
- (e) **Material Delivery:** The Contractor shall deliver materials to the job site in manufacturer's original, unopened packages and the containers shall bear the manufacturer's name and label with trade name and manufacturer's instructions.

- (f) **Material Storage:** The Contractor shall store materials not in use in tightly covered containers in a well ventilated area at a minimum ambient temperature of 45 degrees F (7 degrees C). The Contractor shall protect materials from freezing and keep storage area neat and orderly. Contractor shall remove oily rags and waste daily.
- (g) **Project Conditions:** The Contractor shall not apply paint when the relative humidity exceeds 85 percent, or at temperatures less than 5 degrees F (3 degrees C) above the dew point, or to damp or wet surfaces. The Contractor shall apply paint only in temperatures that comply with the manufacturer's specifications.
- (h) **Preliminary Examination:** The Contractor shall examine substrates and conditions under which painting will be performed for compliance with requirements and shall not begin application until unsatisfactory conditions have been corrected.
 - (i) **Preparation:**
 - (i) The Contractor shall remove hardware and hardware accessories, plates, light fixtures, and items in place that are not to be painted, or provide protection such as taping, prior to surface preparation and painting. (Taping includes windows, door jams, etc.)
 - (ii) The Contractor shall clean and prepare surfaces to be painted following the manufacturer's instructions before applying paint or surface treatments. This preparation includes removal of oil, dust, direct, loose rust, mildew, peeling paint or other contamination to ensure good adhesion. In some cases, the Contractor may be requested to remove all existing coats of paint and sealers if prior paint application is showing signs of improper adhesion, such as peeling, chipping, etc. All surfaces must be clean and dry. The Contractor shall schedule cleaning and painting so dust and other contaminants will not fall on wet, newly painted surfaces.
 - (iii) The Contractor shall notify the Contracting Officer or COR of problems anticipated for any minor preparatory work required, such as but not limited to, filling nail holes, cleaning surfaces to be painted, and priming any requisite areas. Plan preparatory work as most units in residential areas will have nail holes or areas that will need to be primed or sealed. Replace all electrical covers with new covers after painting.
- (j) **Materials Preparation:** The Contractor shall mix and prepare paint following the manufacturer's directions.
- (k) **Application:** The Contractor shall apply paint following the manufacturer's directions. Use applicators and techniques best suited for substrate and type of material being applied. Do not paint over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions detrimental to formation of a durable paint film.

- (i) Unless otherwise specified, the Contractor shall use a high quality semi-gloss latex paint (containing no lead or mercury) for all kitchens, baths, laundry areas, door frames, and window frames. The Contractor shall use a flat or satin flat latex base paint (containing no lead or mercury) in the remainder of the unit. The color shall be consistent with the balance of the room, which will normally be an off-white. The Contractor shall provide samples of the color on sample of the type of material to be painted before actual paint date is scheduled.
- (ii) On exterior surfaces, the Contractor shall apply a high quality exterior grade latex base paint that matches as closely as possible the existing color on the exterior of the property, or a color as otherwise specified by the COR. Prior to painting, the Contractor shall scrape, sand, fill, and prime the surface with a latex base primer. The Contractor should plan on extensive preparatory work prior to painting. The Contractor shall not apply exterior paint in snow, rain, fog or mist, or when the relative humidity exceeds 85 percent; or to damp or wet surfaces.
- (iii) The Contractor shall provide finish coats that are compatible with primers used.
- (iv) The number of coats and film thickness required is the same regardless of application method. The Contractor shall not apply succeeding coats until previous coat has cured. The Contractor shall sand between applications where required to produce a smooth, even surface.
- (v) The Contractor shall apply additional coats when undercoats or other conditions show through final coat, until paint film is of uniform finish, color, and appearance.
- (l) Scheduling Painting: The Contractor shall apply the first coat to surfaces that have been cleaned, pretreated or otherwise prepared for painting as soon as practicable, and before subsequent surface deterioration. Allow sufficient time between successive coats to permit proper drying. Do not recoat until paint has dried.
- (m) Minimum Coating Thickness: The Contractor shall apply materials at the manufacturer's recommended spreading rate. The Contractor shall provide a total dry film thickness of the system as recommended by the manufacturer.
- (n) Prime Coats: Before application of finish coats, the Contractor shall apply a prime coat as recommended by the manufacturer to material required to be painted or finished, and which has not been prime coated.
- (o) Brush Application: The Contractor shall brush-out and work brush coats into surfaces in an even film. The Contractor shall eliminate cloudiness, spotting,

laps, brush marks, runs, sags, ropiness, or other surface imperfections. The Contractor shall draw neat glass lines and color breaks.

The Contractor shall apply primers and first coats by brush unless manufacturer's instructions permit use of mechanical applicators.

- (p) Mechanical Applications: The Contractor shall use mechanical methods for paint application when permitted by manufacturer's recommendations, governing ordinances, and trade union regulations.

Wherever spray application is used, the Contractor shall apply each coat to provide the equivalent hiding of brush-applied coats. The Contractor shall not double-back with spray equipment building-up film thickness of two coats in one pass, unless recommended by the manufacturer.

- (q) Upon completion of painting, the Contractor shall clean the glass and paint-spattered surfaces. The Contractor shall remove spattered paint by washing, scraping or other proper methods, using care not to scratch or damage adjacent finished surfaces.
- (r) The Contractor shall remove temporary protective wrappings after completion of painting operations.

2. Drywall/Plaster Repair

The Contractor shall patch defective drywall with a similar thickness and fire-rated drywall. Joints shall be taped in a manner so they are not readily visible. The patch shall be textured with a texture consistent with the rest of the surface being patched. The Contractor shall set and spackle all nail heads. The Contractor shall tape joints and cover them with a joint compound. The Contractor shall sand smooth spackled nail heads and tape joints and remove all dust prior to painting. The Contractor shall spackle exterior surfaces with exterior grade compounds.

3. Texture Only - Walls

Occasionally, the Government may require a wall to be textured that has not previously been textured. The Contractor shall prepare the wall by filling and sanding any small holes or cracks with a suitable "non-shrinking" material. After preparatory work, the Contractor shall furnish and apply a texture type material. If any other walls within that room are textured, the texture material shall closely match the texture of any other existing textured walls in that room. The Contractor shall not be required to do less than one room on any individual task order.

4. Texture Only - Ceiling

Occasionally the Government may require a ceiling to be textured that has not previously been textured. The Contractor shall prepare the ceiling by filling and

sanding any small holes or cracks with a suitable "non-shrinking" material. After preparatory work, the Contractor shall furnish and apply an "Acoustic" type texture.

5. Paint Exterior Trim

The Contractor shall apply a high quality exterior grade latex base paint that matches as closely as possible the existing color on the exterior trim of the property, or a color as specified by the Contracting Officer. The Contractor shall scrap, sand, fill, and prime the trim with a latex base primer, prior to painting. The Contractor shall plan on extensive preparatory work prior to painting. The specifications for exterior paint apply, unless otherwise specified in the task order.

6. Remove Wall Covering

Upon assignment by task order, the Contractor shall remove the designated wall covering (wallpaper, cork, mirror, tile, etc.). After removing the wall covering, the Contractor shall clean and make ready for painting the area. The Contractor shall remove and properly dispose of the old wall covering.

7. Plaster

The Contractor shall repair any damaged interior or exterior plaster as directed by the COR. The plaster material shall be of a similar material that matches as closely as possible the existing plaster in texture and color.

8. Stucco

The Contractor shall repair any damaged stucco and remove any loose stucco before applying paint.