**Embassy of India**

**Caracas**

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**No. CAR/ADM/867/01/2007 3 February 2017**

**NOTICE**

**Name of work: Invitation of competitive bids for Annual Cleaning service contract of the chancery premises of Embassy of India in Caracas.**

Embassy of India in Caracas invites competitive bids from reputed cleaning companies for the Annual Cleaning service contract on the chancery building of the Mission located at Quinta Tagore, No.12, Avenida San Carlos, La Floresta, Caracas.

2. The interested firms are requested to submit their competitive bids in a sealed envelope giving the details of number of full time cleaners, monthly supplies of cleaning material, cost per month, and experience of the company in this field. The bids may be submitted to the attention of Mr. Pardeep Kumar, Head of Chancery.

3. Interested parties may visit the site for assessment of the job and to formulate their quotation by taking prior appointment with the Embassy of India, Caracas (Tel. No. (58)212 285 7887. The pre-bid site visits can be arranged on 9 and 10 February 2017 at 11:00 hrs.

4. Schedule for submission/opening of bids:

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| --- | --- |
| Last Date, Time & Place for submission of Competitive bids | 16 February 2017 at 1300 hrs, Mr. Pardeep Kumar, HOC, Quinta Tagore, No.12, Avenida San Carlos, La Floresta, Caracas-1060-A |
| Date, Time & Place of bid’s Opening | 17 February 2017 at 1400 hrs, Quinta Tagore, No.12, Avenida San Carlos, La Floresta, Caracas-1060-A |

**(Pardeep Kumar)**

**Head of Chancery**

**Embassy of India, Caracas**

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