

Embassy of India
Caracas

No.Car/Admn/791//01/2006

27 June 2019

NOTICE

Name of work: Invitation of competitive bids for empanelment of packers for packing & transportation of unaccompanied baggages of India based Officers / Officials of the Embassy of India, Caracas.

Embassy of India in Caracas invites competitive bids from reputed and experienced agencies, limited companies for empanelment of packers with a professional working staff at Quinta Tagore No.12, Avenida San Carlos, La Floresta, Caracas.

2. Scope of the work - The agency needs to use its own packing materials, professional workers and transport. The company should provide a break-up of Double container (40 feet) and Single container (20 feet) for transportation of household, personal goods of the Embassy officers / officials from Caracas to New Delhi (India) on door to port basis.

3. The interested agencies/firms are requested to submit their competitive bids in two separate sealed envelopes as follows:

- i. The first envelope should be marked as "Technical Bid" and should contain scope of the work - the details of packing materials to be used, engagement of professional workers and details of transportation etc.
- ii. The second envelope should be marked as "Financial Bid" and should contain the breakup of costs for providing the above services for one year from the date of commencement extendable for two more years on yearly basis (total period not exceeding three years), subject to condition of providing satisfactory service.
- iii. Both the envelopes should be placed in one sealed envelope and are to be submitted for the attention of Mr. Kaushik Roy Chowdhury, Head of Chancery. Quotation should be in both Spanish and English languages.

4. Interested parties may visit the site for any queries so as to formulate their quotations by taking prior appointment with the Embassy of India, Caracas. The pre-bid site visits can be arranged on 05 July 2019 at 10:00 hrs. For any clarification on any aspect of this notice, Mr. Jesus Padron Lombano, Administration Clerk, may be contacted anytime during working hours at Mobile No. (58) 424 2094 389.

5. Schedule for submission/opening of bids:

Last Date, Time & Place for submission of Competitive bids	22 July at 1300 hrs, Mr. Kaushik Roy Chowdhury, HOC, Quinta Tagore, No.12, Avenida San Carlos, La Floresta, Caracas-1060-A
Date, Time & Place of bid's Opening	23 July at 1400 hrs, Quinta Tagore, No.12, Avenida San Carlos, La Floresta, Caracas-1060-A

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