

Embassy of India

Caracas

No.CAR/ADM/881/07/2021

03 February, 2026

Notice Inviting Tender

Name of work: Invitation of competitive bids for maintenance of green areas (garden) at Chancery Building, Quinta Tagore No.12, Avenida San Carlos, La Floresta, Caracas, Venezuela w.e.f. 01.04.2026 to 31.03.2028

Embassy of India in Caracas invites competitive bids from reputed and experienced agencies and service providers for garden maintenance Chancery Building, Quinta Tagore No.12, Avenida San Carlos, La Floresta, Caracas, Venezuela w.e.f. 01.04.2026 to 31.03.2028.

2. Interested agencies/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. The pre-bid site visits can be arranged on 05.02.2026 at 10:00-15:00hrs.

3. The **scope of work** is given below;

- (i) Maintenance of the Garden area,
- (ii) Felling and pruning of trees,
- (iii) Lawn mowing,
- (iv) Plant designs,
- (v) Cleaning of the garden area and removal of dead leaves; and
- (vi) Garden maintenance from Monday to Friday (two man hours per day).

4. The NIT containing **eligibility criteria, scope of work, terms and conditions** can be accessed on the website of Central Public Procurement Portal (ePublishing) at <https://www.eprocure.gov.in/epublish/app> or website of Embassy of India, Caracas www.eoi.caracas.mea.gov.in

5. The interested agencies/firms are requested to submit their competitive bids in two separate sealed envelopes and addressed to the Head of Chancery, Embassy of India, Caracas at Quinta Tagore No.12, Avenida San Carlos, La Floresta, Caracas-1060A on or before 02.03.2026 by 13:00 hrs. and tender would be opened on 03.03.2026 at 10:00hrs.

6. The bids will be accepted only upon verification and fulfillment of the eligibility criteria mentioned in the tender document. The Embassy is not bound to accept the lowest tender and reserves the right to partially accept or reject any or all the tender(s) or part thereof, without assigning any reasons.



(K. Madhusudhana Rao)

Head of Chancery

Embassy of India, Caracas

Phone: (58-212) 285 7887/ 285 3806

E-mail: hoc.caracas@mea.gov.in

K. Madhusudhana Rao

Second Secretary & HOC

Embassy of India

Caracas Venezuela