

Instructions to the Bidders

Tender Notice No GEN/PMI/872/01/2022

Name of the Work: Making of Glass windows in the Chancery premises of Permanent Mission of India, 7-9 Rue du Valais, 1202, Geneva (Switzerland) at E-Floor Consular Wing:

Sl No	Activity	Details
1	Visit to Site	From 04.05.2022
2	Total Area to be used for making Glass Windows Counter	E- Floor, RUE DU VALAIS 9 48 sqft (4.5 sq M2)
3	Submission of Bids	By 5 PM on 15.06.2022
4	Opening of Bids	Bids shall be opened on 17.06.2022 at 1500 hrs in the Permanent Mission of India, 9 Rue de Valais, Geneva 1202. Technical bids will be opened first and Financial bids of only those companies who meet the required parameters will be opened. <ul style="list-style-type: none">• Interested bidders (Companies) may send their representatives to be present at the time of opening of tenders.
4	Submission of Bids in Two Envelops titled	(a) Technical Bid- <ul style="list-style-type: none">- (at least two letters) from existing /past clients (within last two years)- Time (approximate) required finish work.- Registration of the Company (b) Financial Bid- <ul style="list-style-type: none">- Providing the cost of material, Labour Charges;
5	Contract Period	As per guarantee of material used.
6	Schedule of conditions	As Enclosed Annexure II
7	Mode of Payment	After finishing work on actual invoice, Being Diplomatic Mission, VAT is Exempted
8	Contact person in the Mission for getting the tender document and for submission of bids	Mr. Sheelmani Attaché (Admin) Tel : 022 9068686 Email: admn.genevapmi@mea.gov.in hoc.genevapmi@mea.gov.in Address : Permanent Mission of India, 9, Rue du Valais 1202 Geneva (Switzerland)
09	<i>The Permanent Mission of India, Geneva reserves the right to reject any bid or to cancel the entire tender at any stage (before award of a work contract), without assigning any reason whatsoever.</i>	