



भारत का राजदूतावास, बर्न

**EMBASSY OF INDIA**

Kirchenfeldstrasse 28,

CH-3005 Bern (Switzerland)

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No. Bern/Adm/872/05/2014

09 September, 2014

**NOTICE INVITING QUOTATIONS**

The Embassy of India, Berne ( Kirchenfeldstrasse 28, CH-3005, Berne) invites offers for 'Annual Maintenance' for the garden (around 260 sq. meters) attached to it, from companies based in and around Berne, including the following:


- (i) Cutting and pruning of hedges
- (ii) Maintenance of lawn
- (iii) Seasonal planting (excluding the cost of plants and fertilizers)
- (iii) Clearance and disposal of leaves
- (iv) Removal of weeds
- (v) Maintenance of flower beds
- (vi) Watering of plants
- (vii) Removal of snow

3. The offer should to be **excluding** the cost of **flowers, fertilizers and pesticides** (which will either be purchased by the Embassy or will be paid on actual basis on presentation of original receipts by the Company).

4. Offers, **Excluding VAT**, may be sent so as to reach on or before 1700 Hrs on 30th September, 2014 at the following address:

Head of Chancery  
Embassy of India  
Kirchenfeldstrasse 28,  
CH-3005, Berne  
E-mail: admn@indembassybern.ch  
Fax: 031-351 15 57

5. Query/ request to visit the site, if any, may be sent to the undersigned by e-mail.

  
(Surender Singh)  
First Secretary & HOC  
Tel.: 031-3680685