



भारत का राजदूतावास, बर्न  
EMBASSY OF INDIA  
Kirchenfeldstrasse 28,  
CH-3005 Bern (Switzerland)  
Tel: 00-41-31-350 11 30  
Fax: 00-41-31-351 15 57  
E-mail: admn.berne@mea.gov.in

Bern/Admn/768/1/2018

Dated:- 20.03.2018

**NOTICE INVITING QUOTATIONS**

**Subject : Hiring of Transport Services**

The Embassy of India, Berne (Switzerland) invites quotations from the local Transport Agencies/Companies registered in Switzerland to provide chauffeur driven vehicles on hiring basis for the official guests of the Embassy. The offer shall comprise the following:-

Vehicles equivalent	Rates along with minimum hours to hire	Rates for Additional hrs including mileage	Full day rates City limits	Night Supplement hrs, if any	Weekends supplement hrs, if any	Out of city day trips per hour/mileage
E-Class						
S-Class						
6/7 Seater van						
Luggage VAN						


2. The terms and conditions of the Tender are as follows:

- All vehicles must be in excellent running condition and with proper documentation.
- All the rates must include VAT and cancellation policies.
- All chauffeurs must have commercial driving licenses.
- The chauffeurs must speak English & German and should be well versed with local routes and traffic rules.
- The company should also be registered to provide vehicles in Davos during annual World Economic Summit.
- Additional information if any, about technical capabilities, experience of similar service list of firms/Embassies where such services are being provided etc.

3. The quotations, in sealed envelope, may be sent so as to reach on or before 1700 hours on 20<sup>th</sup> April 2018 at the following address:-

Head of Chancery  
Embassy of India  
Kirchenfeldstrasse 28,  
CH-3005, Berne  
E-mail:- [hoc.berne@mea.gov.in](mailto:hoc.berne@mea.gov.in)  
Tel.031-3511559  
Fax: 031-351-1557

4. For any tender related enquiry/clarification, please contact Shri Amit Gupta, Attache (Admn) by email at [adm.berne@mea.gov.in](mailto:adm.berne@mea.gov.in).

  
(Bhaskar Bhatt)  
Head of Chancery