Bern/Admn/768/1/2018

Dated:- 15.02.2019

NOTICE INVITING QUOTATION

Subject : Hiring of Transport Services

The Embassy of India, Berne (Switzerland) invites quotation 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 requirement of the vehicle, may vary on need basis and it may be upto 60-70 different types of vehicles at a time. 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						
Bus						

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

    a.   All vehicles must be in excellent running condition and with proper documentation.
    b.   All the rates must include VAT and cancellation policies.
    c.   All chauffeurs must have commercial driving licenses.
    d.   The chauffeurs must speak English & German and should be well versed with local routes and traffic rules.
    e.   The company should also be registered to provide vehicles in Davos during annual World Economic Summit.
    f.   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 18 March, 2019 at the following address:-

Head of Chancery
Embassy of India
Kirchenfeldstrasse 28,
CH-3005, Berne
E-mail:- 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 admn.berne@mea.gov.in.

(Roshni Thomson)
Head of Chancery