

EMBASSY OF INDIA
DOHA

TENDER NOTICE

Dated 21st April, 2016

The Embassy of India, Doha (Qatar) invites sealed tenders for the following service at the Embassy premises.

SHIFTING OF EMBASSY ASSETS

SCOPE OF WORK:

Packing all computers, printers, servers, CCTV, televisions, telephone instruments, token calling system with utmost care and shifting from the Embassy premises located at Villa No.-19, Area No.42, St.No.-828, Wadi Al Neel Lane, Al Hilal Area, Doha and unpacking, arranging, connecting the above at Villa Nos. 86 & 90, Street No. 941- Al Eithra Street, Zone 63, Onaiza, Doha.

GENERAL SPECIFICATION OF WORK:

1. Packing all the computers, printers, servers, CCTV televisions, telephone instruments, token calling system with utmost care.
2. Shifting the packed equipments to the location mentioned above
3. Ensuring the satisfactory functioning of all the equipments shifted as mentioned at SI No 1 above with proper connection in various designated offices.
4. Laying down all the requisite cables related to LAN, internet and connecting various systems accordingly as advised by the officers of the Embassy.
5. Fixing the CCTVs, television and token calling system in the consular hall of the new Embassy premises with adequate cabling and fixing the monitors as removed from the present Embassy premises.

The premises located at Villa No.-19, Area No.42, St.No.-828, Wadi Al Neel Lane ,Al Hilal Area, P.O. Box 2788, Doha, can be inspected by your persons in the next few days. Last date for submission of offers is 1st May, 2016. Contact person Mr. Manoj Kumar, Attaché (Administration) and contact Telephone No 44255713, Email: admn.doha@mea.gov.in.

Conditions:

- i) The Company should have valid CR Number for Qatar
- ii) The Company should have an established Office with adequate number of staffs and necessary infrastructure related with the concerned job profile in Doha, Qatar.
- iii) Full company profile with details of registered office, name & designation of contact person, with telephone/mobile/e-mail may be enclosed.
- iv) The tendering firms should be of repute who have handled similar jobs for at least five years till date.
- v) The safety of the computers and other equipments during the process of shifting shall be the sole responsibility of the firm to whom the contract is awarded.
- vi) All the necessary manpower, material and transport shall be the sole responsibility of the winning bidder.
- vii) Successful bidder will complete the work under the supervision of the Embassy personnel.
- viii) In the event of the last day stipulated for tender submission/opening of the bids being declared a holiday, the immediate subsequent working day shall be deemed as the last day for such submission/opening of tenders.
- ix) The tendering firms shall enclose a letter of acceptance of all terms and conditions mentioned in the tenders.
- x) Tenders may be submitted neatly typewritten in English
- xi) Sealed Tenders may be submitted to the Attaché (Admn), Embassy of India, Doha by 1730 hours on 1st May, 2016.
- xii) Tenders would be opened in the presence of authorised representatives of the bidders at 1000 hours on 2nd May, 2016, in the Embassy of India premises.