

September 09, 2022

69th Professional Course for Foreign Diplomats

Notice for Inviting Quotations for Hiring of Transport Services

The Sushma Swaraj Institute of Foreign Service (SSIFS) of the Ministry of External Affairs is organising in New Delhi the training of Foreign Diplomats from 03-28 October 2022.

2. In this context, Quotations are invited for hiring of transport services in the following formats:

Travel within NCR from 03-28 October 2022

AC Coach*	Rs/day (8 hrs/80km) without GST	Rs/km for extra kms without GST	Rs/hr for extra hours without GST	Applicable GST Rate (%)
35 seater				
44 seater				

Travel from Delhi to Agra and back on 15 October 2022 (no night halt)

Type of vehicle	Total Cost (in Rs.) without GST	Applicable GST Rate (%)
Volvo without toilet		

3. Travel within NCR will involve weekday commuting (except closed holidays) between the resident hotel of diplomats and SSIFS (within 20 kms of each other). Sometimes, diplomats will also travel during the day to various sites in Delhi as part of their official engagements. At times during evenings and over any free weekend, tourist spots in Delhi will also be visited.

4. Travel to Agra will include visit to Taj Mahal besides stopping at important tourist spots along the way. The bus will leave for Agra in the morning of 15 October 2022 and return on the same day by night.

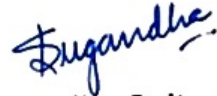
5. The transport service provider will ensure that both the driver and conductor are dressed in clean uniform with shoes; the bus is not driven rashly; **bottled water (one 500 ml bottle/person) is provided in the bus during Delhi Darshan and Agra visit (expenditure on extra water would be borne by SSIFS on the basis of**

actual consumption and certification from accompanying SSIFS Officials); and the bus is cleaned on a daily basis, both from inside and outside.

6. The quotations must be submitted in the name of Ms. Nilakshi Saha Sinha, Joint Secretary (SSIFS - FT / NRG), before **1100 hrs on 23 September 2022** by dropping it in the Tender Box at Sushma Swaraj Institute of Foreign Service, Baba Gangnath Marg (Near Ber Sarai Market), New Delhi-110067, duly superscribed with **"Quotation for Hiring of Transport Services for 69th Professional Course for Foreign Diplomats; 03-28 October 2022"**

7. The quotation should have name and signature of the authorised representative & stamp of the transport company.

8. Representative of the transport service providers may attend the proceeding of the opening of the quotations at Sushma Swaraj Institute of Foreign Service on **23 September 2022 at 1100 hrs.**



Sugandha Sultania
Section Officer (SSIFS-FT/NRG)
Sushma Swaraj Institute of Foreign Service
Ministry of External Affairs
Ph: 2618 1246
Email- soft.ssifs@mea.gov.in