

No. Q/FSI-FT/580/24/2019
Ministry of External Affairs
Foreign Service Institute
New Delhi

November 06, 2019

1st Special Course for Diplomats from Namibia

Notice for Inviting Quotations for Hiring of Transport Services

The Foreign Service Institute (FSI) of the Ministry of External Affairs in New Delhi is organizing the training of Foreign Diplomats from November 30-13 December, 2019.

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

Travel within NCR from November 30-13 December, 2019

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

Travel from Delhi to Agra and back from 07-08 December, 2019

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

3. Travel within NCR will involve weekday commuting (except closed holidays) between the resident Hotel of diplomats and FSI (within 10 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, staying the night at the Hotel and travelling to Fatehpur Sikri the following day enroute to Delhi besides stopping at important tourist spots along the way.

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 FSI on the basis of actual consumption)**; and the bus is cleaned on a daily basis, both from inside and outside.

6. The quotations must be submitted in the name of Shri Rahul Shrivastava, JS (FSI), before **1600 hrs on 13 November, 2019** by dropping it in the Tender Box at Foreign Service Institute, Baba Gangnath Marg (Near Ber Sarai Market), New Delhi-110067, duly superscribed with **"Quotation for Hiring of Transport Services for Namibian Diplomats; November 30-13 December, 2019"**
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 Foreign Service Institute **on November 13, 2019 at 1600 hrs.**


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