

No. Q/FSI-FT/580/34/2019
Ministry of External Affairs
Foreign Service Institute
New Delhi

November 20, 2019

4th Special Course for Bangladeshi Diplomats

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 09-22 December, 2019.

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

Travel within NCR from 15-22 December, 2019

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

Travel from Delhi to Agra and back from 20-22 December, 2019

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 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 staying the night at the hotel, visit to Taj Mahal and travelling to Fatehpur Sikri next day and coming back to the hotel and then leaving for Delhi in the morning of 22nd December, 2019 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 **1100 hrs on 25 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 Bangladeshi Diplomats; 15-22 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 25, 2019 at 1100 hrs.**



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