

Q/SSIFS-NRG/580/02/2020

Ministry of External Affairs

Sushma Swaraj Institute of Foreign Service

New Delhi

19 February 2020

Promotion related Training Programme for SOs and PSs

Notice Inviting Quotations for Hiring of Transport Services

The Sushma Swaraj Institute of Foreign Service of the Ministry of External Affairs is Conducting Training of MEA Officials from **16-27 March 2020 at SSIFS.**

2. In this regard, quotations are invited for hiring of transport services in the following formats:-

Travel from SSIFS (Ber Sarai) to Akbar Bhavan, South Block, Jawaharlal Nehru Bhavan and Patiala House from 16-27 March 2020

AC Coach *	Rs/day-(4 hrs/40km) without GST	Rs/hr for extra Hours without GST	Applicable GST Rate (%)
27 seater			
35 seater			
40 seater			
45 seater			

* Normal AC Bus

3. Travel will involve weekday commuting (except closed holidays) from SSIFS to Akbar Bhavan, South Block, Jawaharlal Nehru Bhavan and Patiala House (within 15 kms radius of SSIFS). Bus is required to report at SSIFS at 12:00 hrs and will leave from SSIFS around 12:30 hrs stopping at Akbar Bhavan and South Block, Jawaharlal Nehru Bhavan and Patiala House.

4. 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; the bus is cleaned on a daily basis, both from inside and outside.

5. The quotation must be submitted before **1100 Hrs on 25 February 2020** 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 Service for Promotion related Training for SOs and PSs: 16-27 March 2020**".

Representatives of the transport service providers may attend the proceeding of the opening of the quotations at Sushma Swaraj Institute of Foreign Service on **February 25, 2020 at 1100 hrs.**

Sugandha

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