

Reference No.	Vien/551/Adm/1/2022
Issuing Authority	Head of Chancery, Embassy of India, Vienna
Subject	Invitation of Bids for Hiring of vehicles (Car/Van)
Specifications	<p>Embassy of India, Vienna invites sealed quotations from reputed Transpor Agencies for hiring vehicles for Embassy of India, Vienna as and when needed by the Embassy.</p> <p>i) The Agency should have experience in providing all type of vehicles for 3 years</p> <p>ii) The Agency must have appropriate VAT registration, up-to-date and applicable trade licenses etc. to carry out such works</p> <p>iii) Documentary proof for the above would be required to be submitted by the participating Agencies.</p>
Scope of the Work	<p>1. Please provide charges for hiring of following vehicles in different category give below.</p> <p>i) E Class ii) S Class iii) Mini Van (8 seater) iv) Bus (25 seater)</p> <p>For following services in respect of above category of vehicles in tabular form.</p> <p>i) Airport Transfer</p> <p>ii) Hourly Booking : Upto 8hrs 9hrs- 12hrs More than 12hrs</p> <p>iii) Long Distance Prague Budapest Bratislava</p>

<p>Address for submission of quotations</p>	<p>i) Interested firms may send their quotation by hand or by courier in sealed envelopes on or before 1600 hrs. By 07th February 2023, clearly mentioning on envelope “Quotation for hiring of transport services at embassy of India, Vienna” along with company details and it should be addressed to :</p> <p>Head of Chancery Embassy of India, Kärntner Ring 2, 1015 Vienna Email: hoc.vienna@mea.gov.in Tel: + 43-1-505866616</p> <p>ii) While submitting bids, firms may also provide their company profile as well as the details of similar work done previously along with copy of necessary documents that confirming their eligibility.</p> <p>iii) The bid will be opened on 10th February 2023 at 1600 hrs at above address. Interested bidders or their authorised representative may attend opening of bids on above date.</p>
<p>Conditions</p>	<p>i) All the vehicles should be duly registered and insured under local regulations for operation in Vienna.</p> <p>ii) All the drivers should possess valid driving license and be well versed to communicate in English language.</p> <p>iii) The firm will be responsible to bear or settle entire cost of damage/repairs etc. in case of accident of vehicle.</p> <p>iv) Vehicles should not be of old model and should be provided neat and clean.</p> <p>v) Embassy of India, Vienna reserves the right to reject all or any bid(s) without assigning any reasons thereof</p> <p>vi) Terms of payments are subject to negotiation, if the estimates/quotations are accepted.</p>