

**HIGH COMMISSION OF INDIA**  
**NAIROBI**

**Nai/Admn/551/02/2020**

High Commission of India, Nairobi invites Expression of Interest (Eoi) from professional and reputed transport companies for empanelment. The prospective transport Service providing Companies having a minimum of 04 years experience in this field preferably associated with Diplomatic missions and having at least 8 vehicles in their fleet may submit rates in the following format to the Head of Chancery, High Commission of India.

Format

| S. No. | Rates with clear indication of dead mileage being applied, if any (including driver and fuel) and VAT | Saloon Car | Toyota Prado 120 or equivalent | Toyota V8 or equivalent | 8 seater Van | 14 seater van |
|--------|-------------------------------------------------------------------------------------------------------|------------|--------------------------------|-------------------------|--------------|---------------|
| 1      | Airport transfer one (to/ from)-two (to and fro) -                                                    |            |                                |                         |              |               |
| 2      | Half day disposal (allowing 04 hours & 60 kms.)                                                       |            |                                |                         |              |               |
| 3      | Full day disposal (08 allowing hours & 100 kms.)                                                      |            |                                |                         |              |               |
| 4      | Rate for extra hours/ extra kms. (which is less will be paid)                                         |            |                                |                         |              |               |
| 5      | For visiting outside Nairobi (Rate for per day allowing 24 hours & 150 kms.)*                         |            |                                |                         |              |               |
| 6      | Rate for extra hours/ extra kms. (which is less will be paid.)                                        |            |                                |                         |              |               |

\* Extra kilometers will be counted as below formula.

Extra kilometers = Total kilometers for whole trip – (no. of days X 150 kms.) (Irrespective of each day's disposal, an average per day will be counted).

It is mandatory for the companies to have

- (i) Valid operator's licence and appropriate vehicles, driver and passenger insurance.
- (ii) At least 8 owned vehicles of different types,\
- (iii) Drivers with good command in English language and knowledge of local routes.
- (iv) Companies having experience in providing services to diplomatic missions will be given suitable weightage.

Proposal may be submitted on or before 30<sup>th</sup> March, 2020 up to 1500 hrs. in a sealed envelope with marking 'Rates for hiring of cars' addressed to :

Head of Chancery  
High Commission of India, Nairobi  
02<sup>nd</sup> Floor, Jeevan Bharati Building,  
Harambee Avenue,  
Nairobi – 30074 -00100

Note : Proposal should contain following documents.

**Technical bid** : Containing details of owned vehicles, drivers, valid licences/ permits, experience etc.

**Financial bid** : As per the format given above. (VAT and other taxes, if any should be mentioned clearly while quoting rates). The rates should be applicable to entire calendar year.

High Commission of India, Nairobi reserves the right to accept or reject any application without assigning reason.

For any queries, Mr. Rajeshkumar Kathiriya, contact no. +254731900071 may be contacted during office hours.

With kind regards,

(V. V. S. K. Setty)  
Head of Chancery



Government  
ePublishing  
System

ePublishing System, Government of India

Tender Details

Date : 25-Feb-2020 07:12 PM

Print

Basic Details

|                                   |                                                                             |                                   |               |
|-----------------------------------|-----------------------------------------------------------------------------|-----------------------------------|---------------|
| Organisation Chain                | Ministry of External Affairs  Min. of Ext. Affairs.-Administrative Division |                                   |               |
| Tender Reference Number           | NAI/ADMN/551/02/2020                                                        |                                   |               |
| Tender ID                         | 2020_MEA_522180_1                                                           |                                   |               |
| Tender Type                       | Open Tender                                                                 | Form of contract                  | Rate Contract |
| Tender Category                   | Services                                                                    | No. of Covers                     | 1             |
| Payment Mode                      | Not Applicable                                                              | Is Multi Currency Allowed For BOQ | No            |
| Is Multi Currency Allowed For Fee | No                                                                          |                                   |               |

Cover Details, No. Of Covers - 1

| Cover No | Cover                         | Document Type | Description                                                                       |
|----------|-------------------------------|---------------|-----------------------------------------------------------------------------------|
| 1        | Fee/PreQual/Technical/Finance | .pdf          | ANNUAL RATE CONTRACT FOR HIRING OF VEHICLES FOR HIGH COMMISSION OF INDIA, NAIROBI |

Tender Fee Details, [Total Fee in ₹ \* - 0.00]

|                              |      |                |    |
|------------------------------|------|----------------|----|
| Tender Fee in ₹              | 0.00 |                |    |
| Fee Payable To               | NA   | Fee Payable At | NA |
| Tender Fee Exemption Allowed | NA   |                |    |

EMD Fee Details

|                 |      |                       |    |
|-----------------|------|-----------------------|----|
| EMD Amount in ₹ | 0.00 | EMD Exemption Allowed | NA |
| EMD Fee Type    | NA   | EMD Percentage        | NA |
| EMD Payable To  | NA   | EMD Payable At        | NA |

Work /Item(s)

|                           |                                                                                                   |                    |                        |                       |                                             |
|---------------------------|---------------------------------------------------------------------------------------------------|--------------------|------------------------|-----------------------|---------------------------------------------|
| Title                     | ANNUAL RATE CONTRACT FOR HIRING OF VEHICLES FOR HIGH COMMISSION OF INDIA, NAIROBI                 |                    |                        |                       |                                             |
| Work Description          | ANNUAL RATE CONTRACT FOR HIRING OF VEHICLES FOR OFFICIAL USE OF HIGH COMMISSION OF INDIA, NAIROBI |                    |                        |                       |                                             |
| Pre Qualification Details | AS PER TENDER DOCUMENTS                                                                           |                    |                        |                       |                                             |
| Tender Value in ₹         | 8,00,000                                                                                          | Product Category   | Miscellaneous Services | Sub category          | ANNUAL RATE CONTRACT FOR HIRING OF VEHICLES |
| Contract Type             | Rate Contract                                                                                     | Bid Validity(Days) | 90                     | Period Of Work(Days)  | 365                                         |
| Location                  | NAIROBI AND IMPORTANT CITIES OF KENYA                                                             | Pincode            | 300740                 | Pre Bid Meeting Place | NA                                          |



|                         |    |                      |    |                   |                                   |
|-------------------------|----|----------------------|----|-------------------|-----------------------------------|
| Pre Bid Meeting Address | NA | Pre Bid Meeting Date | NA | Bid Opening Place | HIGH COMMISSION OF INDIA, NAIROBI |
|-------------------------|----|----------------------|----|-------------------|-----------------------------------|

Critical Dates

|                                     |                      |                                   |                      |
|-------------------------------------|----------------------|-----------------------------------|----------------------|
| Publish Date                        | 26-Feb-2020 09:00 AM | Bid Opening Date                  | 30-Mar-2020 03:30 PM |
| Document Download / Sale Start Date | 26-Feb-2020 09:00 AM | Document Download / Sale End Date | 30-Mar-2020 03:00 PM |
| Clarification Start Date            | 26-Feb-2020 09:00 AM | Clarification End Date            | 30-Mar-2020 02:00 PM |
| Bid Submission Start Date           | 26-Feb-2020 09:00 AM | Bid Submission End Date           | 30-Mar-2020 03:00 PM |

Tender Documents

|                     |      |                    |                                                                                          |                                                                                          |                       |
|---------------------|------|--------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|-----------------------|
| NIT Document        | S.No | Document Name      | Description                                                                              | Document Size (in KB)                                                                    |                       |
|                     | 1    | Tendernotice_1.pdf | ANNUAL RATE CONTRACT FOR HIRING OF VEHICLES FOR USE OF HIGH COMMISSION OF INDIA, NAIROBI | 51.09                                                                                    |                       |
|                     |      |                    |                                                                                          |                                                                                          |                       |
| Work Item Documents | S.No | Document Type      | Document Name                                                                            | Description                                                                              | Document Size (in KB) |
|                     | 1    | Tender Documents   | AMC FOR TRANSPORT CAR.pdf                                                                | ANNUAL RATE CONTRACT FOR HIRING OF VEHICLES FOR USE OF HIGH COMMISSION OF INDIA, NAIROBI | 51.09                 |

Tender Inviting Authority

|         |                                                                                                  |
|---------|--------------------------------------------------------------------------------------------------|
| Name    | V. V. S. K. SETTY, HEAD OF CHANCERY                                                              |
| Address | HIGH COMMISSION OF INDIA, NAIROBI, 02ND FLOOR, JEEVAN BHARATI BUILDING, HARAMBEE AVENUE, NAIROBI |

Tender Creator Details

|              |                          |
|--------------|--------------------------|
| Created By   | Rajesh Swami             |
| Designation  | Deputy High Commissioner |
| Created Date | 25-Feb-2020 06:46 PM     |