

High Commission of India,
Nairobi

Nai/Adm/873/1/2024-Pt 1

dated 20.04.2026

Auction Notice for Sale of Car

High Commission of India, Nairobi will be auctioning its one Diplomatic Car on "AS IS WHERE IS BASIS". Interested organizations / privileged persons may send their offer, keeping in mind the duty component (exempted for Diplomatic Missions), in sealed cover in accordance with terms and conditions as mentioned in **Annexure-I**.

2. The vehicle can be inspected on any working day from 20th April, 2026 to 11 May 2026 between 10.00 am to 04.00 PM and bidders may contact Mr. Barsan Mallick, Attache (Estt) on email : adm.nairobi@mea.gov.in before visit. The last date for submission of bids is 12.05.2026-(1400 hrs.). The details of the vehicles are as follows:-

Brand	Toyota
Year Model	Toyota Hiace- 2016
Mileage	km
Engine	Diesel
Seating	14 seater
Colour	White
Location of vehicle	High Commission of India, UN Crescent, Opposite Gigiri Police station

Terms and Conditions :

1. The bid should be submitted in a sealed cover superscribed as "Tender for Auction of Diplomatic Car" and addressed to "Head of Chancery, High Commission of India, Un Crescent, Opposite Gigiri Police station, P.O Box no- 30074-00100". The last date of submission of bids is 12.05.2026 (1400 hrs.). Interested bidders are required to furnish the and the Bid document should contain:-

- (a) 'Bid Declaration Form' as per **Annexure-II**
 - (b) General Information of the bidder as per **Annexure III**.
 - (c) The Financial Bid clearly mentioning the bid price in Kenyan Shillings in both figures and words.
- The bid must be valid for at least 90 days. **Annexure IV**

2. The bid will be confirmed in favour of the person quoting the highest rate in respect of the vehicle and depositing it in High Commission's bank account. 25% of the bid amount is to be deposited by the highest bidder immediately, being declared successful on the bid opening day, in the form of account **Payee Demand Draft/Pay Order** issued by any reputed LICENCED COMMERCIAL BANK authorised under CENTRAL BANK of KENYA and drawn in favour of "High Commission of India Nairobi". The validity of the Demand Draft/Pay Order must be up to 6 (six) months from the date for submission of bid. **All the bidder are therefore requested to come along with the 25% bid amount in the form of Payee Demand Draft/Pay Order on the bid opening day. If the bidder fails to submit 25% of the amount upon being declared successful, his bid will be rejected and next highest available bidder will be chosen who can produce the required Payee Demand Draft/Pay Order.**

3. The bids will be opened on 13.05.2026 at 1500 hrs in High Commission of India, Nairobi office.

4. The buyer will be responsible for paying all duties and taxes, if any, levied on the purchase.

5. On final acceptance of the bid, the remaining 75% amount (including Duty if any) is to be deposited by the successful bidder within 5 working days of communication of acceptance to him, failing which 25% amount already deposited shall stand forfeited. After the deposit, the vehicle will be handed over to such person, after executing necessary documents. The successful bidder shall make his own arrangement for the purpose of taking delivery of auctioned vehicle.

6. Conditional bids will not be entertained.

7. High Commission of India, in its discretion, reserves the right to reject or accept any or all the bids, at any time, without assigning any reason thereof.

8. It shall be presumed that the bidder has fully inspected the car before the auction. High Commission of India will not be responsible and shall not entertain any complaint in respect of any defect in the vehicle.

9. The Officers/staff of High Commission of India and their family members shall not be permitted to participate in the auction.

10. The successful bidder shall get the vehicle transferred in his/her name as per rules, at his own cost and responsibility. High Commission of India shall not in any manner be concerned with or responsible for registration of the vehicle, and will have no liability whatsoever.

Head of Chancery, High
Commission of India,
Opposite Gigiri Police station,
Nairobi

**FORMAT OF DECLARATION IN LIEU OF EMD/BID SECURITY
(To be submitted on the Bidder's Letter Head)**

I/We(Insert Name and Address of Bidder) am/are submitting this declaration in lieu of Bid Security/Earnest Money Deposit for the Tender for.....(Insert Title of the Tender) (Tender No.....), thereby fully accepting that I/We will be suspended and shall not be eligible to participate

in the Tenders invited by High Commission of India, Nairobi, for a period of Two years from the date of such Suspension Orders, if after the opening of Tender, I/We withdraw or modify my/our Tender during the period of validity specified in the Bid Documents (including extended validity, if any) or do not accept the correction of the Tender Price pursuant to any arithmetical errors.

Signature of the Bidder with seal

GENERAL INFORMATION

1.	Name and address of the bidder	
2.	Telephone No. & Mobile no.	
3.	Email	
4.	Category of the bidder (whether company, partnership firm or individual)	
5.	Passport No. & National ID (Please attach a copy)	
6.	Company Registration Number in case of Companies (Please attach a copy)	

Signature of the
bidder with stamp
and date

Reference : Tender Notice number Tel/Adm/873/1/2024-Pt 1 dated 20.4.2026, High Commission of India, Nairobi

Proforma for Financial Quotation

Sl no	Vehicle details	Amount(including Duty, if any) * in KSH
1	Toyota Hiace	

* High Commission of India being Diplomatic Mission, is exempted from paying VAT. However Buyer may pay the VAT, if required to pay.

(Signature of the Tenderer with Stamp and date)

Name:

Mob: