



**CONSULATE GENERAL OF INDIA  
FRANKFURT**

**INVITES QUOTATIONS**

**PURCHASE AND INSTALLATION OF DEHUMIDIFIER AT THE INDIA  
HOUSE  
LOCATED AT DR. EGENOLFSTRASSE 9, 65779 KELKHEIM (GERMANY)**

**TENDER NO. FRA/ADMN/872/01/2020**

**LAST DATE FOR SUBMISSION OF BIDS**

**08/01/2021 UP TO 1500 HRS (FRANKFURT TIME)**

**DATE OF OPENING BIDS**

**08/01/2021 AT 1600 HRS (FRANKFURT TIME)**

**CONSULATE GENERAL OF INDIA, FRANKFURT  
FRIEDRICH-EBERT-ANLAGE 26, 60325,  
FRANKFURT AM MAIN, GERMANY  
EMAIL: [hoc.frankfurt@mea.gov.in](mailto:hoc.frankfurt@mea.gov.in)  
[adm.frankfurt@mea.gov.in](mailto:adm.frankfurt@mea.gov.in)**



## **Invitation for Bids**

Consulate General of India, Frankfurt invites Bids/Quotations from reputed agencies based in Germany with background in dealing with supply and installation of dehumidifier.

**1. Notice Inviting Tender:** Sealed bids are hereby invited for purchase and installation of one dehumidifier for use in the swimming area at India House located at Dr. Egenolfstrasse 9, 65779 Kelkheim. The swimming pool area is approximately 33.20 square meter.

**2. Eligibility criteria for bidders:**

(i) The company should have experience in dealing with the supply and installation of dehumidifier for a minimum period of 5 years.

(ii) The company should have valid permit/registration from a competent local authority for supply of dehumidifier.

**3. Bid system :** The two bid system (Technical and Financial) as details below shall be followed for this tender:

(i) The bidder shall permit offer in **two separate sealed envelopes**, namely **(a) First envelop** - superscribed as "Technical Bid - Supply and installation of one dehumidifier and **(b) Second envelop** - superscribed " Financial Bid - supply and installation of one dehumidifier. Both the sealed envelop shall be kept inside a large sealed envelop i.e. in a Third superscribed as "Tender Quotation" for supply and installation of one dehumidifier. It should also be superscribed at the bottom left corner with the Full name, Postal address, Fax, E-mail, Telephone number of the bidder.

(ii) The sealed quotations shall be submitted to The Head of Chancery, Consulate General of India, Frankfurt, Friedrich-Ebert-Anlage 26, 60325 Frankfurt Am Main, Germany.

(iii) The bid may be submitted by Hand in person or by courier. **The bids by "Fax / E-mail" shall not be accepted.**

(iv) Bids received after the closing date and time as prescribed in the tender notice, shall **NOT** be accepted under any circumstances.

(v) Technical bid shall be opened on the date and time as given in the tender notice at Consulate General of India, Frankfurt, Friedrich-Ebert-Anlage 26, 60325 Frankfurt Am Main, Germany, in the presence of the authorized representatives of the companies, who may wish to attend.



(vi) Financial bid shall be opened on the date and time, to be communicated later, at Consulate General of India, Frankfurt, Friedrich-Ebert-Anlage 26, 60325 Frankfurt Am Main, Germany, in the presence of the authorized representatives of the companies, those who qualify in the technical bids and wish to attend.

**4. Pre-bid meeting:** All bidders should visit the site of installation as the area has its specific requirements. Based on the area of the site, an installation plan should also be provided in the technical bid. The pre-bid meeting will take place on 22<sup>nd</sup> December, 2020. During the meeting, all bidders are welcome to clarify all their concerns regarding submission of technical and financial bid, if any.

**5. Instructions to Bidders regarding submission of Technical Bid:**

- (i) Kindly indicate by a "YES" or "NO", if the particular specifications asked in the technical bid is being satisfied. In case of any variance from these parameters, it may kindly be explained.
- (ii) The bid has to be submitted as per the format specified at Annexure-I.

**6. Instructions to Bidders regarding submission of Financial Bid:** The financial bid should contain the costs item-wise in the following heading:

- (i) Cost of equipment.
- (ii) Installation cost including per-fabrication and testing in the designated area.
- (iii) Taxes (VAT) and other charges, if any.

**7. Selection Procedure:** Technical bids will be opened by a constituted committee which will screen the bids for eligibility as per Eligibility Criteria enumerated at 2 above.

**8. Validity of Bids:** The bids shall have a minimum validity of four months / 120 days from the date of opening of bids. A bid for a shorter period of validity shall be rejected.

\*\*\*\*\*



**ANNEXURE-I****PROFORMA TO BE FILLED UP AND SUBMITTED IN THE BID**

1.	Name of the Bidder Agency/Company	
2.	Address of the Bidder Agency / Company	
3.	Contact details of the Bidding Agency / Company	
4.	Registration and incorporation particulars of the Agency/Company	
5.	Period of Bid validity	
6.	Experience in dealing with such equipments i.e. dehumidifier (No. of years)	
7.	Any other information	

**DECLARATION**

I hereby certify that the information furnished above is full and correct to the best of my knowledge. The self-attested copies of the required documents as mentioned in Para 4 of the Tender Notice have been submitted. We understand that in case of non-submission of required documents, the bid shall stand rejected.

(Signature of the authorized signatory)

Date\_\_\_\_\_

Name and address of the Agency/Company\_\_\_\_\_

Seal of the firm