

1-18/EOISMOS/2026-27/145 (a)
Embassy of India, Moscow
Notice Inviting Bids

The Embassy of India School (KV), Moscow invites bids from interested contractors for the following work in Embassy of India school located at Bolshaya Dorogomilovskaya st.10, Building 2.

Contract for out-sourcing the 24 hrs security services in Embassy of India School, Moscow.

IMPORTANT: The submitted and presented commercial proposals must include the technical characteristics and specifications presented below. Bidders are required to submit two separate envelopes: **one for the Technical Bid and one for the Price Bid within the stipulated dated.**

Interested parties may visit the site and ascertain the scope of work for formulating their quotations for 3 yrs from 01.07.2026. A prior appointment should be made with the Embassy of India school office (Tel. No. 499-240 64-37) for this purpose.

1. Companies are required to submit their bids in the sealed envelope (Title: **Security services**) describing in detail the breakup of the required work along with the cost of each component. The bids should be valid for a period of three months from the date of the opening of bids.
2. The sealed envelopes should be submitted to the attention of the Principal, Embassy of India School (KV), Moscow latest by 2.30pm on 22.06.2026 accompanied with the proof of payment of Rbls. 10000/- to the Embassy of India School (KV), Moscow vide bank transfer (Bank details can be obtained from the school office while visiting the site for inspection). The amount of Rbls. 10000/- will be treated as earnest money deposit/bid security and would be returned to all the unsuccessful bidders within 30 days after finalization of the contract with the successful supplier.
3. The successful bidder shall be obliged to deposit an amount equivalent to 5% of the value of the contract to be awarded as performance security. The performance security shall remain valid for a period of 60 days beyond the completion of all contractual obligations of the supplier. The bid security shall be refunded to the successful bidder on the receipt of the performance security.
4. Representatives of all the bidding parties can be present at the time of the opening of the bids. The bids shall be opened on 23.06.2026 at 2.00 pm. at the Embassy of India School (KV), Moscow, Bolshaya Dorogomilovskaya st.10, Building 2. The work shall be offered to the lowest bidding party.
5. EMD/performance security will be decided at the time of award of contract to the successful bidder. The Performance security shall be deposited within 10 days of issue of work order/ contract. The Performance security shall be in the form of DD or Bank guarantee from any scheduled bank. All Bank charges shall be to the contractor's account or as applicable for Russian companies as per Russian Government norms.


Head of Chancery
15.06.2026

Siddhartha Kumar Baraily
First Secretary (Head of Chancery)
Embassy of India, Moscow