

**Embassy of India
Moscow
(Property Section)**

Dated: 01 September, 2023

Notice Inviting Bids

The Embassy of India, Moscow invites bids/offers from interested vendors/suppliers for supply of furniture items for six residential accommodations of Embassy of India, Moscow at Dobrynya multifunctional complex at 4th Dobryinskiy Perulok, 8 and Koroviy Val, 7.

2. The following are the requirements of furniture items:

Sl. no.	Furniture item	No. of pieces
1	Bed with mattress (180x200 cm)	6
2	Bed side tables	12
3	Wardrobe	6
4	Dressing table with mirror	6
5	Chest of drawer	6
6	Sofa set (3 seater + 1 seater + 1 seater)	6
7	Centre table	6
8	Study table with chair	6
9	Peg tables	12
10	Book case	6
11	Dining table	6
12	Dining chairs	48
13	Coat hanger	6

3. Payment Schedule:

50% payment of the total value is to be paid before supply of the furniture. Remaining payment will be made subsequent to the delivery and assembling of the furniture at the above cited location and the quoted prices should include the cost of delivery, lifting and assembling of the furniture items.

4. Submission of Bids:

Companies/Vendors are required to submit their offers/bids in a sealed envelope superscribed as “**Supply and assembling of furniture items for six residential flats of Embassy of India, Moscow**”. The prices of furniture items are to be mentioned in the Financial Bid, which is enclosed at ‘**Annexure A**’. The bids submitted in a different format other than that mentioned in ‘Annexure A’ are liable to be rejected. The bids/offers should be valid for a period of three months from the date of opening of bids. The sealed envelope containing the bids/offers should be addressed to **Mr. Naorem J. Singh, Head of Chancery, Embassy of India, Ulitsa Vorontsove Polye 6-8, Moscow, 105 064** so as to reach the Embassy **latest by 21st September, 2023 (by 1700 hrs)**.

6. Opening of Bids:

The bids shall be opened on **22nd September, 2023 at 1100 hrs at the Embassy of India, Ulitsa Vorontsovo Polye 6-8, Moscow**. Representatives of all the bidding parties can be present at the time of the opening of the bids. The work shall be offered to the lowest bidding party.

7. Contact details:

For any queries/clarifications, please contact the Embassy at the following address:

**Embassy of India,
Ulitsa Vorontosovo Polye 6-8,
Moscow, 105 064
Tel. No. +7(495) 783 75 35, +7(999) 837 43 58 /Ext. 278)
E-mail: prop.moscow@mea.gov.in**

9. The Embassy of India reserves the right to reject any or all the bids or to modify any terms and conditions of the tender without assigning any reason and the decision of the Embassy shall be final and binding. This notice inviting bids is not an offer or an agreement by Embassy of India, Moscow.

(Naorem J. Singh)
Counsellor (HOC)
Embassy of India
Ulitsa Vorontsovo Polye 6-8
Moscow, 105064
Email: hoc.moscow@mea.gov.in

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ANNEXURE 'A'

PROFORMA FOR SUBMISSION OF FINANCIAL BIDS

Name and address of the vendor: _____

Sl. no.	Furniture item	No. of pieces	Price for one item (in Roubles)	Total price (in Roubles)
1	Bed with mattress (180x200 cm)	6		
2	Bed side tables (with three drawers)	12		
3	Wardrobe	6		
4	Dressing table with mirror	6		
5	Chest of drawer	6		
6	Sofa set (3 seater + 1 seater + 1 seater)	6		
7	Centre table	6		
8	Study table with chair	6		
9	Peg tables	12		
10	Book case	6		
11	Dining table	6		
12	Dining chairs	48		
13	Coat hanger	6		
Total price of furniture items (in Roubles)				

Delivery charges : _____

Assembling charges : _____

Total price including delivery and assembling charges : _____
