

**EMBASSY OF INDIA
GUATEMALA CITY**

TENDER NOTICE

Sub : Services for providing round the clock security to Chancery premises.

Separate sealed Quotations (Financial & Technical separately) are invited from reputed security service providers for providing **round the clock** security services for the period from April 01, 2018 to March 31, 2019 to the following premises of the Embassy:

1. Chancery at 8 Avenida, 15-07, Zone 10, Guatemala City.
2. Embassy Residence at 30th Ave 1-25, San Rafael-1, Carretera a El Salvador, Zone-15.

The requirements are as follows:

- i. 2 (Two) guards with bullet proof vests, each with a shift of 8 hours at both premises
- ii. Guards must have revolver
- iii. Portable radio

Terms & Conditions:

- i) Quotations should be submitted in an sealed envelope superscribed 'Security Services' addressed to:-

Attaché (Administration)
Embassy of India
8th Avenida, 15-07,
Zone -10, Guatemala City
Guatemala.

so as to reach this office not later than **December 15, 2017 at 1700 hrs.**

- ii) In order to avoid delay in transit, the service providers are suggested to deliver the quotation personally at the Embassy. The quotations received through Fax or any other open mode shall not be accepted and considered for any evaluation.
- iii) Quotations received after **1700 hrs on December 15, 2017** will be treated late and are liable to be rejected.
- iv) Rate and amount shall be quoted both in figures and words.
- v) The Embassy is not bound to accept the lowest or any quotation for whatsoever reason and reserves its right to accept or reject in whole or in part any or all the quotations received without assigning any reason.
- (vi) Responding firms must keep their quotations valid for a period of 90 days from the date of opening of the quotation.
- vii) Offer of any supplier who stipulates alterations to any of the conditions/specifications laid down in the tender notice or imposes any new condition, is liable to be rejected.