सत्यमेव जयते

Embassy of India
Guatemala

INVITATION FOR TENDERS

GUA/ADMN/321/01/2024

04 June 2024

The Embassy of India, 8 Avenida, Calle 15-07, Zona- 10, Guatemala City invites bids for food packets/refreshments consisting of chicken sandwich, juice bottle and chips, to be served at: (i) Mariscal Zavala, Guatemala City on 22 June 2024; (ii) Casa Comunal de la Colonia Guadalupe, del distrito de Soyapango on 20 June 2024; (iii) Universidad Pedagógica Nacional Francisco Morazán La Esperanza, Intibucá, Honduras on 21 June 2024. The bids should include all the expenses for provision of these food packets as per quantities mentioned in attached scope of work.

2. Interested parties are welcome to contact the Embassy to submit their bids on any working day till Tuesday, 18 June 2024 between 0900 hrs and 1730 hrs. Please send an e-mail to admn.guatemala@mea.gov.in or contact via telephone number +502-508-8891 in case of any questions. All Interested companies may e-mail their quotes at admn.guatemala@mea.gov.in or send by post at the following address latest by 18 June 2024:

Head of Chancery
Embassy of India
8 Avenida, Calle 15-07,
Zona- 10, Guatemala City

[Gaurav Juneja]
Attache (Admin & Political)

Last date of submission of bids is Tuesday, 18 June 2024

Terms and Conditions:

1. **The Submission of Bids:**
Bidders shall submit their Financial Bid in a sealed envelope at Embassy of India, Guatemala City

2. **Last date for submission**

The last date for submission of duly completed bids is 18 June 2024 (1500 hrs) and should be submitted at Embassy of India, 8 Avenida, Calle 15-07, Zona 10, Guatemala City.

3. **Validity of Bid** –

The Bid shall remain valid for a period of 30 (thirty) days from the date of the opening of the bid or up to any mutually extended period.

4. **Late Applications:**

Any bid received after the last date and time specified for submission for the same shall not be accepted under any circumstances. Bids received after the last date and time shall be summarily rejected and no correspondence in this regard will be entertained.

5. **Period of Contract:**

The period of the contract will be valid till completion of the event.

6. **Scope of work for yoga event in Guatemala**:

3000 food packets/refreshments consisting of:
one chicken sandwhich, one juice bottle and one chips packet

Venue: Brigada Militar "Mariscal Zavala", Kilometro 5.5 de la Ruta al Atlántico Zona 17 Guatemala; Event Date: 22 June 2024

7. **Scope of work for yoga event in El Salvador:**

1000 food packets/refreshments consisting of:
one sandwhich, one juice bottle and one cookie

Venue: Casa Comunal de la Colonia Guadalupe, del distrito de Soyapango; Event Date: 20 June 2024

8. **Scope of work for yoga event in Honduras:**

1000 food packets/refreshments consisting of:
one sandwhich, one juice bottle and one cookie

Venue: Universidad Pedagogica Nacional Francisco Morazán La Esperanza, Intibucá, Honduras; Event Date: 21 June 2024

9. Payment terms:

- The price quoted shall remain fixed and not be subject to variations in exchange rate, duties, levies etc.
- Payment will be released on submission of invoice for the same at the end of the event. Maximum 50% can be made in advance.
- The agency who has been awarded the contract shall submit the bills within a week of expiry of the billing period.
- The quoted price will be excluding IVA.
- The payment will be released through direct bank transfer
- Price quoted should be on an all-inclusive basis and shall include all expenses for items in scope of work. The Embassy of India would not be responsible for any dues other than the agreed contract amount.
- The quantity of food packets may change and the actual required quantity will be informed one day before the event