

Embassy of India Brussels

217, Chaussee de Vleurgat
1050 Ixelles, Belgium
Email: admn.brussels@mea.gov.in
Tel: 02-6451854

Notice inviting tender

1. Embassy of India, Brussels invite bids from professionally qualified companies for the cleaning of windows at the Chancery, Chaussee de Vleurgat 217, 1050 Ixelles and Embassy Residence, Avenue des Erables 13, 1640 Rhode St Genese.
2. **Scope of work:** Biannual cleaning (in March/April and October/November) of the glass windows, glass doors and dusting of the frames of the Chancery Building and the Embassy Residence.
3. The bids should be submitted in a sealed envelope by 20.10.2021 (1700hrs) and must be valid for a minimum period of 60 days.
4. Envelopes should indicate the name and address of the Tenderer to identify the bid and to enable the bid to be returned unopened in case it is declared "late" or "rejected". Offers received through Fax/E-mail or through open letter shall be ignored.
5. Contract with the selected company would be made for an initial period of one year w.e.f. 01.11.2021. However, it may be extended for a further period of two years on year to year basis subject to satisfactory performance.
6. The schedule of submission, opening etc of the Tender /Bid is as follows:

Bid Submission Start date	29.09.2021
Bid Submission End date	20.10.2021
Bid Opening date	21.10.2021

7. Any further information or clarification which the Tenderer may require in order to complete the Tender may be obtained from Mr. Dharendra Kumar, Attache (Estt) by email at admn.brussels@mea.gov.in.
8. The Embassy of India, Brussels reserves the right to reject any or all bids without assigning any reasons.
9. Terms of payments are subject to negotiations, if the estimates are accepted.

Sd/-
(Mr. Vipra Panday)
Head of Chancery
Embassy of India, Brussels