INVITATION FOR TENDERS

NYCG/PUB/302/1/2018

Date : July 19, 2018

PURCHASE OF MEMENTOS :

The Consulate General of India, New York invites sealed tenders from eligible firms/agencies for the purchase of Mementos (around 400-500). This will be used to present during various official engagements and functions. The specifications of the Mementos should be as per the following details.

SPECIFICATIONS:

1. Silver plated/Gold Alloy Plate with laser etched design
   Or appropriate material for plate
2. Separate space be provided below for the written portion
3. Border of the plate should have a classical etched design
4. Diameter: 8 inches
5. Must include embossed images of the Consulate logo and the Consulate building
6. Artwork must look polished and embossed
7. Should come in a presentable gift box of wood or other material
8. Please check draft design at annexure A (this design is only to get basic idea, bidder can suggest other appropriate design options).

TERMS & CONDITIONS :

i. Tenders submission : Email your quote in password protected file to:
   hoc.newyork@mea.gov.in & pol.newyork@mea.gov.in
ii. Rates should be quoted in figures and words clearly.
iii. Rates should be inclusive of all taxes and other charges.
iv. Quote transportation charges to New York separately.
v. Successful bidder needs to submit draft design first (image/physical form)
vi. 100% amount will be payable after successful delivery of items

INTERESTED BIDDERS/QUERIES CAN BE EMAILED TO:

hoc.newyork@mea.gov.in & pol.newyork@mea.gov.in

DEADLINE OF TENDER: August 2, 2018 (LATE TENDERS WILL NOT BE ACCEPTED )

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