

High Commission of India
Victoria, Mahe

Tender document

Quotations are invited from the experienced & reputed Transport Agencies /Companies to provide vehicles for visiting delegations hosted by the High Commission of India, Victoria, Mahe. The agency/company should be capable of providing vehicles at short notice for the official guests and Mission's use. The offers shall comprise the following:-

Type of Vehicles	Rates along with minimum hours to hire (Within city)	Rates for full day in Mahe (09:00am to 06:00pm)	Additional rates per hour after 9 hrs (Before 09:00am & after 06:00pm)	Night supplement hrs, if any	Weekends hiring charges/hrs, if any	Air Port Pick up and drop (in Mahe)	Rates at other islands (Praslin/La Digue)
S class – Mercedes							
E - Mercedes class							
Toyota Corolla/ Camry							
Small Sedan							
SUV							
6/7 Seater Van							
11 Seater Van							
16 Seater Mini bus							
29 Seater Bus							

NB. Rates should be valid w.e.f date of signing of the agreement signed with High Commission. Rates quoted would be valid for 01 year with effect from date of signing of the agreement which can be extended for further period of two years on the same terms and conditions and same rates on year to year basis. Changing rates during this period would not be accepted.

- (a) The bidder should have good experience in the relevant field of work and submit recent list of jobs done with specified names of clients.
- (b) All vehicles must be in excellent running condition and with proper documentation.

- (c) Company should be registered with Appropriate Government Authority of Vietnam.
- (d) All the rates must include VAT and cancellation policies.
- (e) The chauffeurs must have valid driving license, knowledge of local routes, traffic rules of the city and preferably English speaker.
- (f) Additional information if any, about technical capabilities, experience of similar service, list of firms/Embassies/High Commission where such services are being provided etc.
- (g) High Commission will not take any responsibility for violation of traffic/accident of any kind.
- (h) The offers along with all relevant documents sought & detailed profile of the company should be sent only in the sealed envelope by post to Head of Chancery, High Commission of India, . The envelope should be marked clearly "Bid for Transportation services/ Renting of Vehicles". Last date of submission of Bid/Quotation is 17th October 2025 by 1730 hrs.
- (i) The acceptance of bids will rest with the High Commission of India, Victoria, Mahe who does not bind to accept the lowest bid and reserves the right to reject any or all the bids received without assigning any reason thereof.
- (j) The firm/ company's bid must remain valid for a period of 6 months from the closing date for submission of bid.
- (k) **Bid Security Declaration:** Prospective bidders are required to submit a signed Bid Security Declaration (Annexure-I) along with their bids to the effect and stating that if they withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, they will be suspended for the period of one year from the date of committing such breach for bidding/award of all future contract(s) of High Commission of India, Victoria, Mahe.
- (l) For any inquiry/ clarification, please contact High Commission of India, Victoria, Mahe at +248-4674100 Extn. 126.