



सत्यमेव जयते

Embassy of India  
Addis Ababa

### **Notice Inviting Tender**

<b>Sl No</b>	<b>Descriptions</b>	<b>Details</b>
<b>1.</b>	Reference Number	ADD/586/Prop/1/2018
<b>2.</b>	Issuing Authority	Head of Chancery, Embassy of India, Addis Ababa
<b>3.</b>	Notice inviting tender	Purchasing of Office Equipment for Chancery
<b>4.</b>	Site Address	House No.658, Yeka Sub City, Woreda 07, Kebele 08, (near Axum Hotel), Addis Ababa(Ethiopia)
<b>5.</b>	Specification / Scope of work and Penalty for deficiencies	Purchase of item for official use in the Chancery
<b>6.</b>	Requirement of service	Purchase & delivery of (i) Heavy Duty Photocopy Machines (02 nos) With print, Copy, Scan, sent, Store, optional fax with support network. (ii) Color Ink Cartridge (For HP Laserjet MFP277 printer 1 set of four colours) 30 sets.
<b>7.</b>	Address for submission of quotations	The quotation should be sealed in the official envelope of the supplier, super scribed reference number indicated in column 1 above and delivered to: <b>Head of Chancery</b> <b>Embassy of India</b> <b>House No.658, Yeka Sub City, Woreda 07, Kebele 08, (near Axum Hotel), Addis Ababa(Ethiopia)</b> <b>Tel: 00251-11- 6362010, 6362034,</b> <b>Direct: 00-251-11-6362034</b> <b>E-mail: hoc.addisababa@mea.gov.in</b> <b>Website : http://indembassyeth.in</b>
<b>8.</b>	Pre-qualifications	Bid is open after due date in the presence of Committee.
<b>9.</b>	Conditions	(i) The Tender would be subject to availability of requirement for this purpose (ii) The tender issuing Authority reserves the right to withdraw/cancel the Tender for any reason whatsoever after publication/award of contract. (iii) The vendors/suppliers will have to certify in their offers that the supply will be undertaken in a professional manner using good quality material and to the satisfaction of the Embassy. (iv) No advance or down payment for this work. Bill would be settled within one month of receipt of the items.
<b>10.</b>	Bidding system	Two bid system – (i) Technical evaluation and (ii) Financial evaluation. All bidders are requested to give their Technical bids and Financial bids in two separate envelops. Detail profile of the company needs to be attached with technical bid in a sealed cover.
<b>11.</b>	Closing date	Three weeks from date of e-publication on Government Portal – eprocure.gov.in

**(Ashok Kumar)**  
**Head of Chancery**