EMBASSY OF INDIA BEIJING

INVITES QUOTATIONS
FOR PURCHASE OF VIDEO CONFERENCING EQUIPMENT
IN EMBASSY OF INDIA COMPLEX at No. 5 LIANG MA QIAO BEI JIE

TENDER NO. PEK/GEN/868/4/2013

LAST DATE FOR SUBMISSION OF BIDS
MAY 20, 2016 UP TO 1500 HRS (BEIJING TIME)

DATE OF OPENING BIDS
MAY 20, 2016 AT 1600HRS (BEIJING TIME)

EMBASSY OF INDIA BEIJING, NO.5, LIANG MA QIAO BEI JIE, CHAOYANG DISTRICT,
BEIJING 100600 TEL-00-86-10-8531 2500/2501/2502/2503
**Invitation for Bids**

Embassy of India, Beijing invites Bids / Quotations from reputed agencies based in China with experience in supply of video conferencing equipment model # SONY PCS-XG80 and Built-in MCU support 6 connections.

1. **Scope of Work:**

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description of work</th>
<th>Unit</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sony PCS-XG80</td>
<td>1</td>
</tr>
<tr>
<td>2.</td>
<td>Built- in MCU support 6 connection</td>
<td>1</td>
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</table>

2. **Bid system:** The bidder shall submit offer in a envelope, superscripted as “Tender Quotation for purchase of video conferencing equipment”. It should also be superscripted at the bottom left corner with the Full name, Postal address, Fax, E-mail, Telephone number of the bidder;
   i. The sealed bid shall be submitted to The Head of Chancery, Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600;
   ii. Contact person Mr. Jitendra Kumar, Property Assistant, Phone No.0086-10-85312548 Email: property@indianembassy.org.cn
   iii. The bid may be submitted by Hand in person or by courier. The bids by “Fax / E-mail” shall not be accepted;
   iv. Bid received after the closing date and time as prescribed in the tender notice, shall NOT be accepted under any circumstances;
   v. Bid shall be opened on the date and time as given in the tender notice at Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600, in the presence of the authorized representatives of the companies, who may wish to attend.
   vi. The bid has to be submitted as per the format specified at ‘Annexure I’;

3. **Mode of Payment:** Payment against bill/invoice shall be released after delivery.
PROFORMA TO BE FILLED UP AND SUBMITTED IN THE BID

1. Name of the Bidder Agency/Company

2. Address of the Bidder Agency/Company

3. Contact details of the Bidding Agency/Company

4. Name of the Proprietor/Partners/Directors of the Agency/Company

5. Registration and incorporation particulars of the Agency/Company

6. Period of Bid validity

7. Any other information

<table>
<thead>
<tr>
<th>Scope of work of Tender Notice</th>
<th>Amount incl. VAT (RMB)</th>
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</thead>
<tbody>
<tr>
<td>Sony PCS-XG80 (1 unit)</td>
<td></td>
</tr>
<tr>
<td>Built-in MCU support 6 connection (1 Unit)</td>
<td></td>
</tr>
<tr>
<td><strong>Total=</strong></td>
<td></td>
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</table>

Declaration

I hereby certify that the information furnished above is full and correct to the best of my knowledge.

(Signature of the authorized signatory)

Dated____________

Name and address of the Agency/Company____________________

Seal of the firm