



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:

S.No.	Description of work	Unit
1.	Sony PCS-XG80	1
2.	Built- in MCU support 6 connection	1

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	

Scope of work of Tender Notice	Amount incl. VAT (RMB)
1.Sony PCS-XG80 (1 unit)	
2.Built- in MCU support 6 connection (1 Unit)	
Total=	

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