



**Embassy of India
Paris**

No. PAR/ADM/872/03/2021

September 18, 2024

TENDER NOTICE

Sealed bids are invited for the Annual Maintenance of Garden measuring approx 300 sq meters at Embassy Residence, 2 Rue du General Lambert, 75007 Paris and approx 1000 sq meters at the chancery, 13-15 Rue Alfred Dehodencq, 75016 Paris.

2. The bidding companies/firms should have the following requirements:

- a) Having a registration in France including Siret Number and VAT account in France.
- b) Local representation in Paris, France.
- c) Having minimum of 5 years' experience in similar kind of works.

3. Documentary evidence of the above qualifications may be submitted along with sealed bids.

4. Following will be the scope of work:

The scope of work includes: mowing and trimming, weeding, lawn care, general maintenance, cleaning, clearing leaves on a weekly basis, plantation etc. The detailed terms of offer should be mentioned in the bids. The bidders, in their bids must mention all the details viz. wages of gardeners, type and cost of plants, seeds, manure etc. The contract shall be initially valid for a period of one year from the date of award. However, it may be extended for a further period of two years (total period not exceeding three years) on year to year basis, subject to the conditions that the service provider has provided satisfactory services. This shall be done on the same rates and same terms and conditions.

5. Site inspection relating to the work, if required, can be done on working days till **25/09/2024**.

6. Enquiry, if any, may please be sent on the mail hoc.paris@mea.gov.in. Enquires shall be entertained only till **25/09/2024**.

7. Interested parties may send their bids (Technical and Financial) in two sealed envelopes to the Head of Chancery, Embassy of India, 15 rue Alfred Dehodencq, 75116 Paris **by 12 noon on 08/10/2024** superscribed "**Annual Maintenance of Garden in Chancery and Embassy Residence**" giving all the details as mentioned above. The bids received would be opened at **1400 hrs on 08/10/2024** by a Committee of Officers. Interested parties are welcomed to send a representative for opening of the bids in the office of the Head of Chancery, Embassy of India, Paris.

8. The Embassy of India, Paris reserves the right to reject any bid at any stage of the bidding process without assigning any reasons whatsoever.

sd/
(Naveen Kumar)
Head Of Chancery