

WAR/872/07/2025

Embassy of India

Warsaw

NOTICE INVITING TENDER

Embassy of India, Warsaw invites Tender under two bid system from registered and authorized firms/agencies for providing garden maintenance services at (i) Chancery located at Myśliwiecka 2 Street, 00-459, Warsaw and (ii) Embassy Residence located Aleja Róż 3, 00-556, Warsaw and another property at Solankowa 1, Warsaw as per details given in the tender documents.

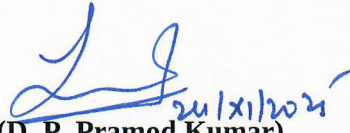
2. The interested firms/service agencies should submit the bids in two separate sealed covers, superscribed as "Technical Bid" and "Financial Bid". Both sealed covers should be put in a separate single envelope superscribed as "Tender No. WAR/872/07/2025 for Annual maintenance contract (AMC) for garden maintenance services at Embassy of India, Warsaw" and addressed to Head of Chancery at "Myśliwiecka 2 Street, 00-459, Warsaw". Please note that tender document will not be accepted after the expiry of stipulated date and time for the purpose (Garden Maintenance Services) under any circumstances.

3. The Earnest Money Deposit (EMD) of PLN 4000/- in the form of Bank Guarantee/Account Payee Demand Draft/Pay Order drawn in favour of "Embassy of India, Warsaw" is required to be submitted along with tender bids and signed copy of Annexure 6.

4. The Technical Bids will be opened on 19.12.2025 at 1500 Hrs by a Committee authorized by the Competent Authority of the Embassy of India, Warsaw. The financial bids of only those bidders, whose Technical Bids are found responsive, shall be opened by the Committee authorized for the purpose. The pre-bid site visit may be conducted on 04.12.2025 and 05.12.2025 to assess the job requirement/quantum of work involved. For any queries, please write to admn.warsaw@mea.gov.in/comwing.warsaw@mea.gov.in.

5. **If a firm quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.**

6. The Competent Authority reserves the right to reject any or all the bids or cancel the tender, without assigning any reason and the decision of the competent authority of the Embassy shall be final and binding.


(D. P. Pramod Kumar)
Head of Chancery
Embassy of India, Warsaw