

Consulate General of India, Jeddah  
(Haj Section)

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TENDER NOTICE

PRINTING, & INSTALLATION OF FLEX SIGN BOARD FOR  
INDIAN HAJ PILGRIMS' OFFICES AT MAKKAH AND MADINAH

Consulate General of India, Jeddah, invites sealed quotations from registered companies for printing and installation of two flex signboards at the main Indian Haj Pilgrims Offices in Makkah and Madinah. (The exact location of the offices may be obtained by calling at No. 012-6639361)

2. The interested companies are advised to go through this tender notice to apprise themselves of the process of selection of the company to be awarded the contract as well as for the main terms and conditions of the contract.

3. **Mode of participating in the bid:** The quotations should be submitted in two parts:

- i. Technical bid
- ii. Financial bid

The Technical and financial bids must be submitted in two separate sealed envelopes with "Technical Bid" & "Financial Bid" clearly mentioned on the envelope. Both the envelopes should be put in a bigger sealed envelope at the time of submission to the Consulate

4. **Address of submitting the quote:** The quotation, containing both technical bid and financial bid, should be submitted to Vice Consul (Haj), Consulate General of India, Jeddah latest by Friday, 27<sup>th</sup> May, 2022 (till 1400 hrs).

5. Specifications: The items to be printed and supplied/installed to Indian Haj Pilgrims Office, Makkah are:

**Tender 1 : At Indian Haj Pilgrims Office, Makkah**

Description	Quantity	Size
a) Signboard in Indian Haj Pilgrims Office , Makkah	01	5.00 x 2.50 meter (approx)
b) Side wall banner with printing in Indian Haj Pilgrims Office Makkah	01	22.00 x 5.00 meter (approx)

**Tender 2 : At Indian Haj Pilgrims Office, Madina**

Signboard in Indian Haj Pilgrims Office , Madina	02	5.00 x 1.50 meter (approx)
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The printing and supply/installation should be completed before 1<sup>st</sup> June, 2022.

**6. Technical bid: Following details are required:**

- a) Copy of valid license and Registration
- b) Profile of the company, also reflecting experience in the field of printing

**7. Financial bid:**

- a) The rates should be quoted in the form of rate/piece for each item company wants to bid for.
- b) The companies are advised to submit per unit cost of each item also. This rate will be used for calculating the actual amount to be paid to the company after the order is satisfactorily executed. But, it may be noted that evaluation of the financial bids will be for Tender 1 (two items combined) & Tender 2.

8. **Opening of bids:** A Tender Evaluation Committee of the Consulate will open the bids. It is likely to be on Sunday, 29<sup>th</sup> May 2022 (16:00 hrs) at the Consulate premises. Date and time will be confirmed to all bidders.

9. **CONDITIONS:**a) The successful bidders should be able to print the flex and be able to install it as well at our office at the location specified by the office. It is probably a significant height. The companies may take a site visit for actual assessment.

10. **PAYMENT**: Payment to the companies (successful bidders) supplying the items will be made either through bank transfer or cheque after the supply of the items demanded.

*Note: Consulate General of India, Jeddah, reserves the right to cancel this tender without assigning any reason thereof.*

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