

**Consulate General of India
Hong Kong**



सत्यमेव जयते

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No. HON/ADM/551/03/2017

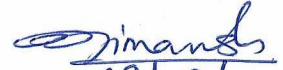
07 September 2023

Consulate General of India, Hongkong is in the process of revising its panel of packers & movers. In this regard, in response to the tender notice, interested companies/firms specializing in packing & international shipping services are invited to provide their Quote, in the prescribed format, with all relevant documentation including profile of the company, financial statements, quotation structure, standard service offering etc.

Interested parties may submit their price offer in a sealed envelope (double cover) to Consulate General of India, Hongkong latest by 1700 hrs, 28 September, 2023 addressed to :-

Head Of Chancery,
Consulate General of India,
Unit A, 16th Floor
United Centre, 95 Queensway
Admiralty, Hong Kong

For more detailed information and tender document, Interested companies may visit Website (<https://cgihk.gov.in>) under the Tender Column at Home Page and quote accordingly.


07/09/23

(Himanshu Gupta)
Consul (Head of Chancery)
Consulate General of India
hoc.hongkong@mea.gov.in
Tel: 39709922

TENDER NOTICE

Subject: - Empanelment of Packers and forwarders for the Consulate General of India, Hongkong.

Consulate General of India, Hongkong plans to revise its panel of packers primarily for shipment of household and personal effects of the officials of this Consulate. The shipments are to be sent to Delhi or any other station in India or other country by Air as well as by Ship (through containers). You are requested to send your quotation for shipment, as per the prescribed format attached herewith.(Financial bid)

2. The packing material including all required items to be used should be of the international standards.
3. In case of "By Ship" mode of consignment, your quotation should include the charges for inland haulage of the container from the concerned port of the residence of the Consulate staff in Hongkong and back: ocean freight (subject to actual charges by the shipping company to be supported by documents along with invoices) from Hongkong to Mumbai and handling charges in Mumbai inland haulage from Mumbai to ICD Delhi. All documents and customs formalities are also required to be completed by the packers/forwarders. You will also require arranging insurance coverage of the personal effects to the value as advised to you from time to time.
4. In addition to the dispatch of the consignment from Hongkong, you will also be required to process the release of incoming shipment of the similar weight-slabs arriving by Sea and Air Cargo and transported to the residence of the Consulate staff in Hongkong after completing all the documentation and custom formalities. You are also requested to intimate all the inclusive rates for about slab of weights. The minimum charges for release of incoming shipment consignment by Ship as well as by Air cargo may also be included in the quotation.
5. The Tenders should be submitted in two sealed envelopes :
 - (a) The first sealed cover superscripted as "Technical Bid" should contain details of technical capabilities of the firm with documentary evidence :-
 - (i). Experience certificate from international organization, Diplomatic Missions/Embassies etc.
 - (ii). Verified profit/loss statement of at least last three years.
 - (iii). Company registration & tax registration certificate etc.
 - (iv). Details of company manpower, certifications, accreditation etc.
 - (b) The second envelope superscripted "Financial Bid" containing the attached proforma
6. For any further doubts, clarifications, queries, the following may be contacted:- Mr. Manish K Panchal, Administration Wing; Tel- +852 3970 9926; Email- admin.hongkong@mea.gov.in;
7. Consulate General of India, Hongkong reserves all rights to modify any clause of this tender notice. Once approved as empanelled packer, the respective company/agent should invariably survey and quote price for packing and shipment for a particular work, however quoting of a particular work, does not mean any right on the award of that work.

Interested parties may submit their price offer in a sealed envelope (double cover) to Consulate General of India, Hongkong, by 1700 hrs, 28 September, 2023 at the Address:

Head Of Chancery,
Consulate General of India, Unit A, 16th Floor
United Centre, 95 Queensway, Admiralty, Hong Kong

Financial Bid

(1) Name and address of the firm:

(2) Quotations for cost of packing of personal and household effects weighing as follows in HKD:

(A) By Ship

| Weight slabs | Packing charges Per 100 KGs | Total cost of packing material including lift van | Labour Charges for Packing |
|--------------|-----------------------------|---|----------------------------|
| 1 | 2 | 3 | 4 |
| 4850 KG | | | |
| 2600 KG | | | |
| 1475 KG | | | |

(B) By Air

| Weight slabs | Packing charges Per 100 KGs | Total cost of packing material including lift van(HKD) | Labour Charges for Packing |
|--------------|-----------------------------|--|----------------------------|
| 1 | 2 | 3 | 4 |
| 1120 KG | | | |
| 560 KG | | | |
| 400 KG | | | |

Please note:

1. The quotations may be sent for the gross weight as per the proforma.
2. The column "packing charges per 100 kgs" shows the unit cost for the total packing. The second column shows the cost towards the lift van and packing material and the third column towards labour.
3. The figure in the 1st column should be the corresponding fraction of the sum of 2nd and 3rd columns. For example, If the entitlement is of 2600 kgs., the figure in the 1st column should be 1/26th of the sum of figures in 2nd and 3rd columns. The same explanation holds good for other entitlements also.

(Authorized Sign. with Stamp)

[Note: This proforma should be signed and stamped by the authorized signatory and should be put in a separate envelope(written as Financial bid with name of company), inside the big envelope in which the quotation/bid are being sent].