



High Commission of India
Pretoria

NOTICE INVITING BIDS

The High Commission of India, Pretoria invites quotations/bids for maintenance of the gardens attached with its two properties as per details given below:

Address	Garden area
852, Francis Baard Street, (earlier known as Schoeman Street), Arcadia 0083, Pretoria	7300 sqm.
298, Mons Road, Victoria Close, Waterkloof Ridge, Pretoria 0181	4830 sqm.

2. Scope of Work

The contract shall include wages of gardeners, cost of plants, seeds, manure, maintenance of garden implements and tools, seasonal change of flowers (twice annually), removal of garden waste material, weeding and turning open shrub areas, moving and trimming of grass areas, manure, disease control, clearing away dead foliage, unsightly litter in the garden area, watering, cleaning of swimming pool every day by Gardner and with cleaning liquid etc. by a certified company on weekly basis etc (applicable for 298, Mons Road only). The gardeners are to be on duty from Monday to Friday.

Reputed companies with good references (to be enclosed with the bids) and with experience of working with Embassies and High Commissions are invited to apply and will be given preference.

3. Period of work & due date for submission of quotation

The contract will be signed as per terms and conditions agreed for a period of one year from 01 January 2021 to 31 December 2021. The contract may be extended for a further period on year to year basis, subject to the condition that the service provider has provided satisfactory services and ready to carry out the work on the same rates and same terms and conditions. The sites can be inspected between 02 PM to 04 PM time during working days from 04 to 10 November 2020 with prior appointment. Please drop email on hoc.pretoria@mea.gov.in / estt.pretoria@mea.gov.in for appointment for site inspection. The quotation in sealed envelope addressed to Head of Chancery, High Commission of India, Pretoria should be delivered by hand at the Reception of High Commission of India, 852 Francis Baard Street, Arcadia, Pretoria by 24 November 2020. Soft copy of the quotations in CD/DVD be also submitted along with the hard copy.