

**PROFORMA FOR SUBMISSION OF THE QUOTATIONS/FINANCIAL BID**

- (i) Name of the company:
- (ii) Address of the firm:
- (iii) Tax Number (NUIT) of the company:

4. Quotation for cost of packing of personal and household effects may be provided in the below given format:

**By Sea/Road:**

1.	2.	3.	4.
Approx. Weight	Packing charge per 100 kgs. (In MT)	Total cost of packing material including container/lift van (In MT)	Labour charges for packing (In MT)
4850			
2600			
1475			

**By Air:**

1.	2.	3.	4.
Approx. Weight	Packing charge per 100 kgs.	Total cost of packing material including lift van	Labour charges for packing
1100			
560			
400			

**Note:**

- (i) Proforma needs to be submitted on the Company's letter head.
- (ii) Copies of quotation to be sent with proforma along with the English translation.
- (iii) How to prepare the quotations/financial bids: The quotations may be sent for the gross weight as per the proforma. The format of the proforma is explained as below: - The column "packing charges per 100 kgs" shows the unit cost for the total packing. The second column shows the cost towards the container/liftvan and packing material and the third column towards labor. Thus the figure in the 1st column should be the corresponding fraction of the sum of 2nd and 3rd columns.
- (iv) Rates should be valid for one year from the date of agreement

## “Technical Bid”

1. The following information in English may please also be provided:
  - (a) Warehouse facility in Maputo
  - (b) Container facilities
  - (c) License for custom clearing agent
  - (d) Packing facilities
  - (e) Experiences for handling personal effects of international organization and diplomatic Mission.
  - (f) NUIT Number.
  - (g) Year of experiences on the field

### **Where & how to send:**

Interested and eligible firms may submit their bids in two separate sealed envelop after clear Marking of (i) **Envelop: I : Technical Bid** (ii) **Envelop: II: Financial Bid** and send by post or by hand to **Head of Chancery, the High Commission of India, 167, Post Box No. 4751, Av. Kenneth Kaunda, Maputo undersigned latest by 3<sup>rd</sup> September 2021.**