

Embassy of India

Sao Tome

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No. STP/ADM/815/1/2021

April 19, 2021

**Notice**

**Name of Work: Invitation of competitive bids for Security Guard Services at Embassy of India Chancery and Embassy Residence in Sao Tome.**

Embassy of India, Sao Tome, invites competitive bids from reputed security firms for providing 24 hours unarmed security as per following terms:

S. No.	Location	Scope of Service
1	Chancery:- Plot No.41B, 159 HF, Campo de Milho, Distt. Agua Grande	1 Guard Day shift 2 Guards Night shift
2.	Embassy Residence:- Rua Bairro do Hospital, Distt. Agua Grande	1 Guard Day shift 1 Guard Night shift

2. General:- The Personnel provided should be in Company Uniform and smartly turned out. A little bit of familiarity with English language will be an asset. The Company will be paid a lump sum amount per month towards the service and is expected to comply with all extant legal/labour regulations of Sao Tome and Principe, including Minimum Wages, Social Security and Medical Insurance of the personnel. The Embassy will not be liable for any claims, whatsoever, from the employees of the Company.

3. The Interested firms are requested to submit their competitive bids, separate for Chancery and Residence, in a sealed envelopes OR password protected file by email, giving full details of services to be provided as above. For any clarification on any aspect of this notice, Mr. K. Ravichandran, Head of Chancery may be contacted any time during working hours on Tel.No. +239.9979788.

**4. Schedule for submission/Opening of bids:**

Last date, time and place for submission of competitive bids	May 05, 2021 at 1400 Hours at Embassy of India, Sao Tome, Plot No.41B, 159 HF, Campo de Milho, Distt. Agua Grande or by password protected file to mail ID: <a href="mailto:hoc.saotome@mea.gov.in">hoc.saotome@mea.gov.in</a> OR 14 days after actual publishing in the Portal.
Date, Time & Place of bids' opening	May 05, 2021 at 1400 Hours at Embassy of India, Sao TomePlot No.41B, 159 HF, Campo de Milho, Distt. Agua Grande OR 14 days after actual publishing in the Portal.

(K. Ravichandran)

Head of Chancery

Embassy of India

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