

**Indian Council for Cultural Relations**  
**Azad Bhavan, I.P. Estate, New Delhi-110002.**

**SECTION-1**  
**(NOTICE INVITING QUOTATION)**

F.No.ICC/Teachers/2021-22

Dated: 12.01.2023

**NOTICE INVITING QUOTATION**

**SUBJECT: Transport of unaccompanied baggage (door to port) weighing upto 200 kgs./ musical instruments by air freight.**

The Indian Council for Cultural Relations [ICCR], Ministry of External Affairs, Govt. of India, I.P. Estate, New Delhi-110002 invites bids from ICCR's empanelled Shipping & Clearing Agencies.

**SCOPE OF WORK:**

One of the main activities of the Council is to propagate and expand Indian Art, Culture & languages abroad through its Indian Cultural Centres established in various countries abroad. To maintain these Centres, ICCR is regularly deputing India-based Teachers in various disciplines. All these India-based staff is entitled to take admissible house hold effects through Air/Sea/Road to their posting station abroad (door to port basis only). They are eligible to take house hold effects upto 200 kgs by air cargo for which sealed quotations are invited for **Express freight charges under the above weight categories** along with charges inclusive of local transportation, **Air Worthy Packing**, labour, insurance, agency/handling, GST, service tax and all other component towards clearance of baggage at Cargo etc. in above weight category. Kindly note that baggage **should be packed in 15 ply thick card board boxes** with laminated sheets, 1" Thermacol sheet and wrapped in bubal paper. Boxes would also cover with laminated sheet and Wight Gunny packing and tight with 4 plastic straps. All this specifications should be shown in quotation letter failing which quotation would not be valid for further process. No other charges will be entertained beyond quoted rates during the settlement of bill. Proper packing as specified above/required for the **item(s)** needs to ensure by the agency. **Any loss of item(s) / damage to the house hold items/musical instruments, the transporting agency will be held responsible and the payment will be deducted from them while settling their bill.** Please note that the payment will only be released after the confirmation received from the Missions abroad.

**QUOTATIONS ARE INVITED FOR THE FOLLOWING DESTINATIONS :-**

<b><u>Destination</u></b>	<b><u>Air-freight per kg (door to port)</u></b>	<b><u>Other charges per kg</u></b>
Delhi – Port of Spain (The AWB need to be issued after collecting the baggage and the baggage will be sent only after getting the approval from the concerned department in Port of Spain).		
Delhi – Suva		

You may like to examine the same carefully and, if you feel confident to meet our above requirements for high standard and time bound transporting facility, you may send your quotations with the assurances.

Tender No.ICC/Teachers/2021-22	Dated: 12/01/2023
Important Dates	
Date of publishing	12.01.2023 (1400 hrs)
Bid Document Download Start Date	12.01.2023 (1500 hrs)
Bid Submission Start Date	17.01.2023 (1400 hrs)
Bid Submission End Date	18.01.2023 (10:30 hrs)
Date of Bid Opening	19.01.2023 (10:00 hrs)

Bids shall be submitted in a sealed cover addressed to The Sr. Programme Director (ICC), ICCR, Azad Bhavan, I.P. Estate, New Delhi-110002”.

The Competent Authority reserves the right to reject any or all the bids without assigning any reason and the decision of the competent authority of the Indian Council for Cultural Relations shall be final and binding.



(D.S. Rawat)  
Sr.Programme Director (ICC)

- ❖ The payment will be settled only on the basis of actual chargeable/volume wait maximum upto 200 kgs (unaccompanied baggage). No quotation will be considered if it is indicated the minimum chargeable weight will be 200 kgs.