

**Consulate General of India
Osaka-Kobe**

TENDER NOTICE

The Consulate General of India, Osaka-Kobe invites sealed quotations in prescribed proforma from reputed Packing and forwarding agencies for drawing up a panel of packers. The last date for submission of bid is 24th September, 2025.

2. For further enquiries, please visit our website: <https://www.indconosaka.gov.in/>

KOB/551/01/2024
Consulate General of India
Osaka-Kobe

Tender Notice

Subject: Invitation of bids for drawing up panel of packers in the Consulate General of India, Osaka-Kobe.

Place of Work: Consulate General of India, Osaka-Kobe, 10 Floor, Lucid Square Semba, 1-9-26, Kyutaromachi, Chuo Ward, Osaka-541-0056

1. Consulate General of India, Osaka-Kobe invites sealed quotations from reputed Packing and forwarding agencies for drawing up a panel of packers, in the prescribed proforma as given below:

A. By Ship

Approx. weight	Packing charges (per 100 kg) including the charges for packing material, lift van and labour etc.
4850 Kg	
2600 Kg	
1475 Kg	

B. By Air

Approx. weight	Packing charges (per 100 kg) including the charges for packing material, lift van and labour etc.
1120 Kg	
560 Kg	
400 Kg	

2. The scope of work are as under:

(a) The agency will be responsible for packing of goods, removal, local transportation, freighting and forwarding of consignment as per instructions to be made by this Consulate.

(b) The quotations may be sent for the gross weight per 100 KG

(c) The agency will be responsible to pay entire cost of manpower, equipment and supply of quality packing materials. The total weight of the luggage shall be taken into consideration, including the weight of parking material, crates, hoops, receptacles etc.

(d) The agency will provide services on working day from Monday to Friday or any other day as and when required.

(e) The Contract will be signed **for a period of 3-years**. During of period of contract, no escalation in rate of services will be entertained.

3. Eligibility Criteria:

(a) The firm should possess all the necessary registration and certificates required under local regulations to carry similar business in Japan.

(b) The firm should have minimum 5 years of work experience in the similar field with a reasonable annual turn over in the past three years.

4. While submitting estimates, firms may also provide their company profile as well as the details of similar work done previously along with copy of necessary documents that confirming their eligibility. Details of work of similar nature in Embassies/Consulates may be mentioned.

5. Price quoted should be on an all-inclusive basis and shall include the cost of all services, personnel, material, transportation, rentals taxes, consumables, labour, VAT, insurance of its workers etc. The Consulate would not be responsible for any dues other than the agreed contract amount.

6. Interested firms may like to send their representative for pre-bid meeting at Consulate premises with prior appointment.

7. The quotation should bear the signature and date of the bidder company, may be sent physically or by courier in sealed envelopes on or before 1600 hrs. on September 24th 2025 clearly mentioning on the envelop "*Quotation for Panel of Packers at Consulate General of India* along with company details and it should addressed to:

Head of Chancery
Consulate General of India,
Osaka-Kobe, 10 Floor, Lucid
Square Semba, 1-9-26,
Kyutaromachi, Chuo Ward,
Osaka-541-0056

8. The Consulate General of India reserves the right to reject all or any bids without assigning any reasons thereof.

9. The bids will be opened on at 1600 hrs. on September 24, 2025 at Consulate General of India, Osaka-Kobe 10 Floor, Lucid Square Semba, 1-9-26, Kyutaromachi, Chuo Ward, Osaka-541-0056.



(Anil Dutt Raturi)
Head of Chancery
Consulate General of India, Osaka-Kobe
Email- hoc.osakakobe@mea.gov.in