

No.Mos/Com/202/07/2024
Embassy of India, Moscow
(E&C Wing)

Date: 27.06.2024

Expression of Interest

The Embassy of India, Moscow invites 'Expression of Interest & Bids' with proposed terms of reference from reputed research firms, institutes and organizations with proven track record, to undertake market study on "**Export potential of Indian service sector in the Russian market**". The terms of reference for the study are enclosed at **Annexure-A**.

2. The Study will be bilingual (English & Russian); and it should be completed **within eight weeks from the date of acceptance of the bid or proposal**.

3. Interested parties with sound financial background and experience in undertaking market studies for Russian markets are required to submit **technical and financial bids in two separate envelopes**. In the pre-qualification stage, only the technical bids will be opened and examined and in the second stage, the financial bids will be opened only of bidders who fulfill the technical requirements.

4. Parties that are applying should have **minimum 12 years of experience** in undertaking market studies in the Russian market and must submit the following documents as part of technical bid:

- (a) Detailed profile mentioning registration details, technical expertise and experience in conducting market studies.
- (b) Copy of similar contract(s) already executed for Russian market
- (c) Copy of sample report of market study already conducted

5. The bid may be sent in a sealed envelope, superscribed "**Export potential of Indian service sector in the Russian market**" and containing two separate sealed envelopes superscribed "Technical Bid" and "Financial Bid" respectively, latest by **25 July, 2024 (05:30 PM)**. **The bids will be opened on 26 July, 2024 at 11:00 AM**. The bid may either be dropped at Reception, Embassy of India, Moscow (6-8, Vorontsovo Polye, Moscow-Russia 105064) or sent by registered post addressed to Shri Dibbada S. V. Ashok, Third Secretary (E&C), Embassy of India, Moscow 4, Vorontsovo Polye, Moscow-Russia 105064. (Email: eco.moscow@mea.gov.in)

6. The final award for the study will be declared based on evaluation of both technical and financial criteria. The decision of Embassy of India, Moscow on selection of successful bidder will be final.

7. For any queries/clarifications, please contact the Embassy at the following address:

Embassy of India, Moscow
Ulitsa Vorontosovo Polye 6-8,
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Tel. No. +7 (495) 783 75 35 Ext. 292)
E-mail: eco.moscow@mea.gov.in
