

Embassy of India, Moscow
Economic & Commercial Wing

Notice Inviting Bids

11th October, 2024

The Embassy of India, Moscow invites bids/offers from interested agencies for provision of publicity services for tourism promotion events of Economic and Commercial Wing, Embassy of India, Moscow.

2. The following are the specifications:

- The time period of the tourism promotion campaign from 28.10.2024 to 03.11.2024 (07 days)
- The duration of display shall be two times a day: 08:00 to 10:00 in the morning & 18:00 to 21:00 in the evening (total 05 hours each day)
- The nature of display shall be bill boards, city boards and bus stop screens, as below:
Billboard: 1440 x 720 pixels (6 x 3 meters),
Cityboard: 960 x 720 pixels (3.7x2.7 meters),
Cityformat bus stop screens: 640 x 880 pixels (1.8 x 1.2 meters),
- The number of Screens as below
Billboard: 100,
Cityboard: 30,
Cityformat bus stop screens: 20,
- The total number of Showings for the specified period of 07 days, as below
Billboard: 70000,
Cityboard: 21000,
Cityformat: 14000,
- The duration of each showing as below
Billboard: 5 seconds,
Cityboard: 5 seconds,
Cityformat bus stop screens: 5 seconds.
- The promotion content is to be of high quality. The Incredible India photographs shall be provided by the Embassy of India, Moscow.

3. Submission of Bids:

Interested companies/agencies of requisite experience are required to submit their offers/bids in a sealed envelope superscribed "Provision of Publicity services for Tourism Promotion for the Embassy of India, Moscow" describing in detail the specifications of the services and the prices of all the services in a tabular format inclusive of applicable taxes.

The bids/offers should be valid for a period of one month from the date of opening of bids. The sealed envelope containing the bids/offers should be addressed to Mr. Naorem J. Singh, Head of Chancery, Embassy of India, Ulitsa Vorontsove Polye, 6-8, Moscow, 105064 so as to reach the Embassy latest by **24th October, 2024 (by 1700 Hrs)**.

4. Opening of Bids:

The bids shall be opened on **25th October, 2024 at 1400 Hrs** at the Embassy of India, Ulitsa Vorontsove Polye 4, Moscow. The representatives of all the bidding parties can be present at the time of the opening of the bids. The work shall be offered to the lowest bidding party.

5. Contact Details:

For any queries/clarifications, please contact the Embassy of India, Moscow at the following address:

Embassy of India

Ulitsa Vorontsove Polye 4

Moscow, 105064

Tel. No. +7 9035958807

Email: com.moscow@mea.gov.in / eco2.moscow@mea.gov.in

(Email query may be sent with subject: Query regarding tender for publicity services for tourism promotion)

6. The Embassy of India, reserves the right to reject any or all the bids or to modify any terms and conditions of the tender of the tender without assigning any reason and the decision of the Embassy shall be final and binding. This notice inviting bids is not an offer or an agreement by Embassy of India, Moscow.
