

**EMBASSY OF INDIA
SEOUL**

Request for Bids by 17 February 2016 - last date

29 January 2016

Subject: Bids for Translation of a Book

1. Bids are invited for Translation of a book into Korean language on Indian Tea, entitled 'Chai' as details given below.

Item	Details
Translation	
Translating of a Book text from English to Korean language in a word file	62,235 words/ 250pgs of A4 size sheet

2. Bids should be submitted physically or by email /courier/ post latest by 17 February 2016.
3. Bidders can quote for only the translation.
4. Price quoted should be on an all-inclusive basis and shall include the cost of all services, personnel, material, transportation, delivery, etc. Inclusion/exclusion of VAT and other levies/taxes, where applicable, should be clearly specified.
5. Quotations should remain valid for acceptance for 30 days from date of closing without any price escalation for whatever reasons.
6. The bids would be evaluated for the Translation and the work would be awarded to different bidders, if different bidders have the lowest quotation.
7. Once the tender is awarded, the winning bidder[s] will have to complete the awarded jobs [s] within a month.
8. Winning bidder[s] would be supplied the requisite material in the form of soft copy and shall be required to maintain the confidentiality of the material supplied.

9. Bid may be submitted physically or by email /courier/ post latest by 1700hrs on 17 February 2016.

Second Secretary (Commercial)

Embassy of India

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(Mijito Vinito)

Second Secretary, Commercial

29 January, 2016