



Government of India
Ministry of External Affairs
XPD Division
PMS Section, Shastri Bhawan
New Delhi 110001

E-NOTICE INVITING TENDERS FOR COLLECTING, PACKING & AIRFREIGHT
SHIPMENT (DOOR TO PORT) OF BOOKS, MAGAZINES CDs DVDs 35mm FILMS
REELS, ETC

| | | |
|---------------------------------------|--|-----------------------|
| Tender No: K/PMS/304/3/2018 | | DATED: 11/06/2018 |
| IMPORTANT DATES | | |
| Published dated | | 11/06/2018 (1600 hrs) |
| Bid Document Download Start Date | | 11/06/2018 (1600 hrs) |
| Clarification Start Date | | 11/06/2018 (1600 hrs) |
| Clarification End Date | | 02/07/2018 (1100 hrs) |
| Bid Submission Start Date(online) | | 11/06/2018 (1600 hrs) |
| Bid Submission End Date(online) | | 02/07/2018 (1700 hrs) |
| Date of Technical Bid Opening(Online) | | 04/07/2018 (1430 hrs) |
| Date of Financial Bid Opening(online) | | TBD |

The bid shall be submitted online only at Central Public Procurement Portal Website:
<http://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.

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E-TENDER

1. Introduction:

External Publicity and Public Diplomacy Division of the Ministry of External Affairs invites E-Tenders from reputed Companies/Firms to collect, pack and airfreight shipments (door to Port) to approximately 184 stations and additional stations that may be added from time-to-time. The estimated cost of work is approx. Rs. 80 lakhs annually. List of stations is appended as Annexure D.

2. Brief description of the Selection Process:

External Publicity and Public Diplomacy Division will adopt a two stage selection process (collectively the 'Selection Process') in evaluating the E-Proposals comprising in Two Covers (Technical and Financial bids) online through Central Public Procurement Portal Website: <http://eprocure.gov.in/eprocure/app>. In the first stage, a technical evaluation will be carried out. Bidders are required to fulfill all the columns in Technical Bid format (from S. No. 1 to 11). Financial bids of only those bidders will be opened who qualify in the Technical bids evaluation.

3. Technical Specification:-

| | | |
|-----|------------------------|---|
| (a) | Name of Work | Collect, pack and airfreight shipments (door to Port) |
| (b) | Material to be shipped | Books, Magazines, CDs, DVDs, 35 mm Films Reels, etc. to be shipped as Diplomatic cargo with due security. |
| (c) | Packing Specifications | Packing is to be done in new & unused, seven-ply superior quality corrugated boxes, with bubble wrapping on the inside and shrink gunny wrapping on the outside, under supervision. |

4. Minimum Eligibility Criteria

- The bidder should have experience of working with **3 or more** Ministries/Departments under Government of India for **at least 3 years each** in this field.
- The bidders should provide **user satisfaction from at least three government organizations**.
- Bidder shall be required to submit copies of Income Tax Returns of the previous year along with Turnover certificate (minimum turnover **Rupees Thirty lakhs** and above) for last three years by a practicing Chartered Accountant.
- PAN/TAN numbers allotted to the company/firm by Income Tax Department and Service Tax number allotted by Service Tax department to the company/firm should be clearly mentioned in the tender and copies should also be enclosed. GST number should also be enclosed by the company/firm.

- (e) The Bidder will submit an affidavit/certificate to the effect that the information submitted by him is correct and he will abide by the decision of competent authority of Ministry of External Affairs regarding collecting, packing and airfreight shipments (door to Port). In the event of the information submitted by bidder being found to be false or fabricated in any manner whatsoever, the bidder may be suspended and/or debarred from bidding for all future projects/proposals of Ministry of External Affairs. The Earnest Money Deposit (EMD) may also be forfeited in case false information is discovered at a subsequent stage.
- (f) The bidder is to confirm in writing the acceptance of all the terms and conditions for collecting, packing and airfreight shipments (door to Port) consideration of his application for declaration as shown in Annexure C.
- (g) The bidder should have not been de-registered/blacklisted previously by any government organization. A self-declaration in this regard should be submitted.

5. Submission of online bids

- (a) The bid shall be submitted online only at Central Public Procurement (CPP) Portal Website: <http://eprocure.gov.in/eprocure/app>

Manual bids will not be accepted under any circumstances.

- (b) The online bids (complete in all respect) must be uploaded online on the CPP Portal in two separate parts, viz.:
 - a. **Technical Bid:** to be uploaded in the format as given in Annexure A
 - b. **Financial Bid:** to be uploaded in the format as given in Annexure B. The bidder must submit their financial bid in the prescribed format (BOQ.XXXX File) - specified at Annexure B of this tender document and no other format is acceptable. Bidders are required to download the BOQ File, open it and complete the unprotected cells with their respective financial quotes [the rate per Kg for each station in both figures and words (inclusive of all charges indicated)] and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected. The bidders are strictly advised to refrain from by quoting unrealistic prices, at which they may not make supplies later.

All annexures are to be duly certified as accepted.

- (c) All documents as per e-tender requirements shall be uploaded online through Central Public Procurement Portal Website: <http://eprocure.gov.in/eprocure/app> and further no documents will be accepted offline.
- (d) Both Technical and Financial bid are to be submitted concurrently duly digitally signed on the Central Public Procurement Portal.

- (e) The bidders shall have a valid digital signature certificate for participation in the online tender. The cost of digital signatures, if any, will be borne by the respective tenderer.
- (f) Prospective bidders are accordingly advised to go through instructions provided at Central Public Procurement Portal.

6. Disqualification

Even though the Bidders meet the above criteria, they are subject to be disqualified if any Bidder or constituents has:-

- (a) A criminal history or has been convicted by any court of law for any of the offences under any Indian laws.
- (b) If any criminal proceeding(s) is/are pending in any court of law in India against any of the Bidder and if any such proceeding culminates into conviction.
- (c) Made misleading or false representation in the forms, statements and attachments submitted.
- (d) The bidder who does not submit hard copy of EMD will be disqualified from the tendering process

7. Evaluation Procedure

Only the bidders who are found eligible based on the documents uploaded by them as per Annexure A, at the Technical Bid stage, will be allowed to participate in the Financial Bid. During the Financial Bid stage, the bidder who quotes the lowest amount pertaining to a particular Mission/ Post will be assigned to deliver to that Mission/ Post. Successful bidders will be informed of the decision of the Mission(s)/ Post(s) assigned and the bidders shall be required to sign an agreement with the Ministry. The successful bidder on receipt of notification of award on contract shall convey his/her acceptance by return e-mail or fax and to be confirmed through speed post within seven (7) working days through a letter. The Notification of Award of Contract and the letter of acceptance shall constitute the formation of the contract.

Incomplete proposals will not be considered.

8. Earnest Money Deposit (EMD):

The Bidder shall furnish an Earnest Money Deposit (EMD) amounting to Rs 3,00,000/- together with Technical Bid Cover. The EMD shall be in Indian Rupees and shall be in the form of Demand Draft from any of the Nationalized Bank/ Scheduled Bank in favour of '**Pay and Accounts Officer, Ministry of External Affairs, New Delhi payable at New Delhi**'.

The original hard copy of EMD of Rs 3,00,000 /- in the form of Demand Draft is also required to be submitted in a sealed envelope superscribed 'Tender for Collecting, Packing and Airfreight Shipment (Door to Port) of books, magazines, CDs, DVDs, 35mm reels, etc. for 2018-19' on or before the closing date and time of e-submission of online bids to **Publicity Officer, PMS Section, Room No. 255, A Wing, XPD Division, Ministry of External Affairs, New Delhi**, failing which the bids will not be considered.

The Earnest Money of unsuccessful Bidder shall be refunded after final award of Contract. EMD of the successful Bidder will be released after the Bidder signs the final agreement and furnishes the Performance Guarantee. The EMD shall not carry any interest. The EMD will be forfeited on account of one or more of the following reasons:

- (a) Bidder withdraws the Proposal during the validity period specified in e-Tender document.
- (b) Bidder does not respond to request for clarification of its Proposal/ substandard works.
- (c) Bidder fails to provide required information during the evaluation process or is found to be non-responsive.
- (d) In case of a successful Bidder, if fails to sign the Agreement in time as per schedule; or furnish the Performance Guarantee at the time of signing of Agreement.

9. Bank Guarantee/ Performance Bank Guarantee

Performance Guarantee shall be submitted by bidder through a nationalized bank before the commencement order is given at the time of signing the final agreement with the successful bidder and it shall remain valid up to 60 days after the completion of the tenure of contract period. The value of the Performance Guarantee will be of Rs. 6,50,000/- (Rupees Six lakhs and Fifty thousand only)

- (a) This Performance Guarantee shall be encashed by the Ministry of External Affairs in case the contractor fails to adhere to the terms and conditions of the Agreement signed with the Agency(s).
- (b) No Interest shall be paid on the Performance Guarantee.

10. Terms & Conditions

1. Each page of documents must be signed including Annexures.
2. Fulfill all the columns in Technical Bid format (from S. No. 1 to 11) under Annexure A.
3. **Monitoring the Contract:** Before commencement of the services, the service provider shall submit a program showing the general methods, arrangements, order and timing for all activities.
4. **Invoice:** The Invoice produced should be matching with the bill produced. Any discrepancy will result in non-processing of the bills.

Validity of Proposal : 60 days, Ministry of External Affairs reserves the right to reject a proposal valid for a shorter period as nonresponsive.

5. **Right to Accept or Reject any Proposal :** Ministry of External Affairs reserves the right to annul the E-Tendering process, or to accept or reject any or all the Proposals in whole or part at any time without assigning any reasons and without incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder (s) of the grounds for such decision.

6. **Bid Currency :** Prices shall be expressed in Indian Rupees only.

7. For verification of information submitted by the Bidders, the Committee may visit Bidder's offices at its own cost.
8. The Bidders shall provide all the necessary documents, samples and reference information as desired by the Committee.
9. The Bidder should have a background in providing service in time.
10. The Bidders shall also assist the Committee in getting relevant information from the Bidders references, if desired.
11. The Bidder should have not been de-registered/ blacklisted, previously by any government organization.
12. The cost indicated in the Financial Bid shall be treated as final and reflecting all inclusive.
13. The representatives of the bidders willing to attend tender opening process will have to submit a letter of authorization to this effect.
14. The tender is non transferable. The incomplete and conditional tenders will be summarily rejected.
15. No bidder will be allowed to withdraw after e-submission of bids/opening of the tender; otherwise the EMD submitted by the firm will be forfeited.
16. The contract shall be awarded on the basis of the lowest quote for the item.
17. If two or more bidders have offered the same rate, the Ministry reserves the right to empanelment the packers
18. Companies/Firms which have submitted their technical and financial bids but are not duly represented at the time of the opening of the two bids shall forfeit their right to make any claim or challenge the tendering process at any stage thereafter.
19. Refusal to lift consignments at the contracted rate and quantity thereafter may result in cancellation of contract and revoking of the bank guarantee as well as disqualification of the firm for applying for future contracts.
20. During the period, no request for increase in quoted rates shall be accepted under any circumstances.
21. Ministry reserves the right to black list a bidder for a suitable period in case the firm fails to honour its bid without sufficient grounds.
22. If a firm after award of the contract violates any of the terms and conditions, it shall be blacklisted and its EMD/performance guarantee shall be forfeited.

23. **The material for packing shall be collected from B-6,Old MEA Hostel, KG Marg, New Delhi/ Room No.255, A Wing, II Floor, Shastri Bhawan, MEA, New Delhi.**

24. All disputes, differences and questions arising out of or in any way concerning this agreement or subject matter thereof or the representatives' rights, duties or liability of the parties shall be resolved in accordance with the ICADR Rules.

25. The seat of arbitration shall be New Delhi.

26. The Jurisdiction in case of any dispute shall be of the courts in Delhi only.

27. Duly filled and signed the Declaration Certificate Attached in Annexure C.

ANNEXURE – A

Cover 1 – (Technical Bid)

(The following documents are to be uploaded online in .pdf format)

| S. No. | <u>Document</u> | <u>Format</u> |
|---------------|--|----------------------|
| 1 | EMD of Rs.3,00,000/- (Rs. Three lakhs only) and Bank Details (certified copies) | .pdf |
| 2 | Name of the Company/Firm/Agency with Year of Establishment along with Detailed office address with Telephone and fax no. and registration Details | .pdf |
| 3 | Proof of atleast 3 years experience of working with Ministries/ Department/security sensitive organisations under Government of India in designing and printing of books | .pdf |
| 4 | Income Tax Returns for the last 3 years (minimum turnover Rs. Thirty lakhs and above) and PAN/TAN/GST registration certificates (Attested copies) | .pdf |
| 5 | Details of staff strength | .pdf |
| 6 | Undertaking that the Bidder has not been blacklisted by any Departments/Ministries/ Organizations of the Govt. of India/State Govt. | .pdf |
| 7 | Details of Award/Certificates of merit etc. received from any organization, Along with user satisfaction certificates from at least three government organizations | .pdf |
| 8 | Affidavit/ Certificate to the effect that the information provided is correct and the decision of competent authority of the Ministry of External Affairs will be abided by. Reference Para 4 (f). | .pdf |
| 9 | Written acceptance of all the Terms & Conditions for collecting, packing and airfreight shipments (door to Port) consideration of the application for declaration as shown in Annexure C. Reference Para 4 (g). | .pdf |
| 10 | Undertaking that the bidder will accept the consignment of 1 Kg (1 Kilogram) and above | .pdf |
| 11 | Lists of other Clients | .pdf |

ANNEXURE-B

Financial Bid Format (to be submitted in BOQ.xls format online)

One Kg in Rupees valid for one year.

| PRICE SCHEDULE | | | | | |
|--|--|---------------------|------------------------------------|---------------------|-----------------------------------|
| (This BOQ template must not be modified/ replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only) | | | | | |
| S.No. | Item Description | Weight | Rate in figure (one kg) | GST (if any) | Rate in Words (one kg) |
| 1 | Packing, Forwarding & Airfreight Shipment of Books/ Magazines/ DVDs/ 35mm film Reels etc to Missions/Posts Abroad as per enclosed list. (Annexure D) | Minimum 1 Kg | * | | |

Bidders are to submit separate financial quotes for each station. The rate quoted by the bidder shall be for the entire scope of work on the 'firm rate / fixed rate' basis and should be all inclusive:

- (A) Airfreight charges
- (B) Packing charges
- (C) Customs examination charges
- (D) Band/strapping charges
- (E) Transportation charges from MINISTRY OF EXTERNAL AFFAIRS premises in New Delhi or other destinations at New Delhi as may be intimated from time to time
- (F) Documentation charges
- (G) Porterage charges
- (H) Agency charges
- (I) Terminal charges
- (J) Taxes, etc.
- (K) Any other ancillary/incidental charge not covered above.

11. Penalty

- (a) In case bidder withdraws or changes his quotation, EMD will be forfeited. Refusal or inability or delay by the successful bidder to supply all deliverable as per scope of work at the contracted rate or any false statement in the bid may result in termination of the contract and forfeiting of EMD/Performance Guarantee as well as disqualification of the bidder from participating in future tenders.
- (b) For any kind of delay in adhering to the time schedule or substandard work, Bidder shall be liable for 10% of amount of bill which would be recoverable from the payment of the bill.

12. Amendment of Bidding Document:

- (a) At any time prior to the deadline for e-submission of bids, the Ministry may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.
- (b) Any amendment in the bidding document, at any time prior to the deadline for e-submission of bids, shall be uploaded as 'corrigendum' on <http://eprocure.gov.in/eprocure/app> and www.mea.gov.in. Such amendments modification shall be binding on all the prospective bidders.
- (c) Ministry at its discretion may extend the deadline for the e-submission of bids if the bid document undergoes changes during the bidding period, in order to give prospective bidder time to take into the consideration the amendments while preparing their bids.
- (d) The Ministry reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any of the terms and conditions contained in the tender document or to reject any or all the tenders in whole or in part without giving any notice or assigning any reason.
- (e) Further Addendum/Corrigendum if any will be uploaded onto website of MEA only besides the CPP portal. The decision of Ministry, in this regard, shall be final and binding on all.

13. Corrupt or Fraudulent Practices:

- (a) It is expected that the bidders who wish to bid for this tender have highest standards of ethics.
- (b) Ministry shall reject bid if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract.
- (c) Ministry may declare a bidder ineligible, either indefinitely or for a stated duration, if it at any time determines that the bidder has engaged in corrupt and fraudulent practices during the execution of contract.

14. Force Majeure:-

- (a) Ministry may consider relaxing the penalty and delivery requirement, as specified in this Tender document, if any, to the extent the delay in performance or failure to perform its obligations under the contract is the result of a Force Majeure.
- (b) Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as natural disasters, act of states, the direct and indirect consequences of wars (declared or undeclared) , hostilities, national emergencies, civil commotion and strikes at successful bidders premises, etc.

15. OPENING OF E-TENDER

Technical Proposals shall be opened as per Schedule mentioned in the table: **'Important dates'** at the office of the Ministry of External Affairs, in the presence of Bidders or their authorized representatives who choose to attend the opening of Bids. Authorized representative with authority letter on the letter-head of tendering company/firm/agency etc. duly signed by the tenderer will only be allowed to attend the meeting of the Tender Committee to be held on **02/07/2018** at **1430 hrs** in **Room No. 255, II Floor, A Wing, Shastri Bhawan, Ministry of External Affairs, New Delhi** for opening of the Technical Bids.

- 16.** Ministry of External Affairs also reserves the right to call for additional information from the Bidders.

(Nand Kishor)
Publicity Officer (PMS)
Room No – 255, II Floor,
Shastri Bhawan
Ministry of External Affairs, New Delhi
Tel.: 23381719
Email Id : poip@mea.gov.in

Annexure C

Declaration Certificate

This is to certify that I/We before signing this E-Tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

I will accept the consignment of 1 Kg (1 Kilogram) and above.

Signature:

Name:

Instructions to Bidders

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <http://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link '**Online bidder Enrollment**' on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID/ password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender

document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 3070 2232.

ANNEXURE – D
LIST OF MISSIONS

| S. No. | Name of Mission | S. No. | Name of Mission | S. No. | Name of Mission | S. No. | Name of Mission |
|--------|-------------------|--------|-----------------------|--------|---------------------|--------|-------------------|
| 1 | Eol, Abidjan | 46 | HCI, Dar-es-salam | 91 | Eol, Madrid | 136 | HCI, Singapore |
| 2 | HCI, Abuja | 47 | HCI, Dhaka | 92 | HCI, Victoria-Mahe | 137 | Eol, Sofia |
| 3 | B.O. Lagos | 48 | Eol, Doha | 93 | Eol, Male' | 138 | Eol, Stockholm |
| 4 | Eol, Abu Dhabi | 49 | CGI, Dubai | 94 | CGI, Mandalay | 139 | HCI, Suva |
| 5 | Eol, Accra | 50 | Eol, Dublin | 95 | Eol, Manila | 140 | CGI, Sydney |
| 6 | Eol, Addis Ababa | 51 | CGI, Durban | 96 | HCI, Maputo | 141 | Eol, Tashkent |
| 7 | Eol, Astana | 52 | Eol, Dushanbe | 97 | CGI, Mazar-e-sharif | 142 | Eol, Tehran |
| 8 | Eol, Algiers | 53 | CGI, Edinburgh | 98 | CGI, Medan | 143 | Eol, Tel Aviv |
| 9 | Eol, Amman | 54 | CGI, Frankfurt | 99 | Eol, Mexico City | 144 | Eol, Thimpu |
| 10 | Eol, Ankara | 55 | HCI, Gaborone | 100 | CGI, Milan | 145 | Eol, Tokyo |
| 11 | Eol, Antananarivo | 56 | PMI, Geneva | 101 | Eol, Minsk | 146 | CGI, Toronto |
| 12 | Eol, Ashgabat | 57 | CD Wing, Geneva | 102 | AHCI, Mombasa | 147 | Eol, Tripoli |
| 13 | Eol, Athens | 58 | HCI, Georgetown | 103 | Eol, Moscow | 148 | Eol, Tunis |
| 14 | Eol, Baghdad | 59 | Eol, The Hague | 104 | CGI, Munich | 149 | Eol, Ulaan Baatar |
| 15 | Eol, Bahrain | 60 | CGI, Hamburg | 105 | Eol, Muscat | 150 | CGI, Vancouver |
| 16 | Eol, Baku | 61 | Eol, Hanoi | 106 | HCI, Nairobi | 151 | Eol, Vienna |
| 17 | Col, Bandar Abbas | 62 | HCI, Harare | 107 | CGI, New York | 152 | Eol, Vientiane |
| 18 | Eol, Bangkok | 63 | Eol, Havana | 108 | PMI, New York | 153 | CGI, Vladivostok |
| 19 | Eol, Beijing | 64 | Eol, Helsinki | 109 | HCI, Nicosia | 154 | Eol, Warsaw |
| 20 | Eol, Beirut | 65 | CGI, Heart | 110 | Eol, Oslo | 155 | Eol, Washington |
| 21 | Eol, Belgrade | 66 | CGI, Ho-Chi-Minh City | 111 | HCI, Ottawa | 156 | HCI, Wellington |
| 22 | Eol, Berlin | 67 | CGI, Hong Kong | 112 | Eol, Panama | 157 | HCI, Windhoek |
| 23 | Eol, Berne | 68 | CGI, Houston | 113 | Eol, Paramaribo | 158 | Eol, Yangon |
| 24 | CGI, Birgunj | 69 | HCI, Islamabad | 114 | Eol, Paris | 159 | Eol, Yerevan |
| 25 | CGI, Birmingham | 70 | CGI, Istanbul | 115 | Eol, Phnom Penh | 160 | Eol, Zagreb |
| 26 | Eol, Bishkek | 71 | Eol, Jakarta | 116 | CGI, Phuentsholing | 161 | CGI, Zahidan |
| 27 | Eol, Bogota | 72 | CGI, Jalalabad | 117 | HCI, Port Louis | 162 | CGI, Zanzibar |
| 28 | Eol, Brasilia | 73 | CGI, Jeddah (Cha) | 118 | HCI, Port Moresby | 163 | Eol, Kinshasa |
| 29 | Eol, Bratislava | 74 | CGI, Johannesburg | 119 | HCI, Port of Spain | 164 | CGI, Melbourne |
| 30 | Eol, Brussels | 75 | Eol, Kabul | 120 | Eol, Prague | 165 | Eol, Ljubljana |
| 31 | HCI, Brunei | 76 | HCI, Kampala | 121 | HCI, Pretoria | 166 | CGI, Guangzhou |
| 32 | Eol, Bucharest | 77 | AHCI, Kandy | 122 | Eol, Pyongyang | 167 | Eol, Juba |
| 33 | Eol, Budapest | 78 | CGI, Kanadhar | 123 | Eol, Rabat | 168 | Eol, Reykjavik |
| 34 | Eol, Buenos Aires | 79 | Eol, Kathmandu | 124 | AHCI, Rajshahi | 169 | Eol, Bamako |
| 35 | Eol, Cairo | 80 | Eol, Khartoum | 125 | R.O. Ramallah | 170 | CO, Biratnagar |
| 36 | HCI, Canberra | 81 | Eol, Kyiv | 126 | Eol, Riyadh | 171 | Eol, Niamey |
| 37 | CGI, Capetown | 82 | HCI, Kingston | 127 | Eol, Rome | 172 | Eol, Guatemala |
| 38 | Eol, Caracas | 83 | CGI, Kobe-Osaka | 128 | CGI, Saint Denis | 173 | CGI, Jaffna |
| 39 | CI, Chiangmai | 84 | HCI, Kuala Lumpur | 129 | CGI, St. Petersburg | 174 | CGI, Hambantota |
| 40 | CGI, Chicago | 85 | Eol, Kuwait | 130 | CGI, San Francisco | 175 | CGI, Perth |
| 41 | AHCI, Chittagong | 86 | Eol, Lima | 131 | Eol, Sana'a | 176 | CGI, Atlanta |
| 42 | HCI, Colombo | 87 | Eol, Lisbon | 132 | Eol, Santiago | 177 | CGI, Bali |

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|----|-----------------|----|-------------|-----|----------------|-----|---------------|
| 43 | Eol, Copenhagen | 88 | HCI, London | 133 | CGI, Sao Paulo | 178 | HCI, Lilongwe |
| 44 | Eol, Dakar | 89 | Eol, Luanda | 134 | Eol, Seoul | 179 | CGI, Sittwe |
| 45 | Eol, Damascus | 90 | Eol, Lusaka | 135 | CGI, Shanghai | 180 | CGI, Erbil |
| | | | | | | 181 | HCI, Valetta |
| | | | | | | 182 | AHCI, Khulna |
| | | | | | | 183 | AHCI, Sylhet |
| | | | | | | 184 | HCI, Malta |