

Tender for Annual Maintenance Contract for Housekeeping/Cleaning services at, Consulate General of India, Sydney

TENDER NO. Syd/881/2/2017
Dated: August 8, 2025

THE SUBMISSION DEADLINE HAS BEEN EXTENDED

Last date for submission of bid:
December 26, 2025

Consulate General of India

Sydney

265 Castlereagh Street,

NSW - 2000

Syd/881/1/2025
Consulate General of India
Sydney
***

NOTICE INVITING TENDER

Consulate General of India, Sydney invites Tender under two bid system from registered and authorized firms/agencies for providing Housekeeping/Cleaning services at L1 to L4 265 Castlereagh Street, NSW - 2000 as per details given in the tender documents. Consulate's website https://www.cgisydney.gov.in/ and Central Procurement Portal (CPP) at https://eprocure.gov.in/cppp/ may also be referred to for complete details, scope of work, and conditions of eligibility.

2. The interested firms/service agencies should submit the bids in three sealed envelopes {Envelope-A "Technical Bid Documents", Envelope-B "Earnest Money Deposit & Bid Security Declaration", and Envelope-C "Financial Bid Documents". Three envelopes containing "A", "B" & "C" shall be duly superscripted with above titles and put in another sealed envelope superscripted with the title "Tender No. Syd/881/2/2017" Please note that tender document will not be accepted after the expiry of stipulated date and time for the purpose (Cleaning Services) under any circumstances.

3. The Earnest Mondy Deposit (EMD) of AU$ 500/- in the form of Account Payee Demant Draft/Pay Order drawn in favour "High Commission of India Canberra" is required to be submitted along with tender bids or signed copy of Annexure 3.

4. The Technical Bids will be opened on December 30, 2025 by a committee authorized by the Competent Authority of the Consulate General of India, Sydney. The financial bids of only those bidders, whose Technical Bids are found responsive, shall be opened by the Committee authorized for the purpose. The pre-bid site visit may be conducted on December 17, 2025 on prior appointment basis to assess the job requirement / quantum of work involved. For any queries, please write to ga.sydney@mea.gov.in Last date for receipt of bids is December 30, 2025 at 1600 hours(Local Time).

5. If a firm quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.

6. The Competent Authority reserves the right to reject any or all the bids or cancel the tender, without assigning any reason and the decision of the competent authority of the Indian Consulate shall be final and binding.

(Niravkumar B. Sutariya)
Head of Chancery
Tel: +61-2-9223-2763
Email: hoc.sydney@mea.gov.in

LETTER OF BID

Dated: December __, 2025

To,
The HOC
Consulate General of India
265 Castlereagh Street,
Sydney, NSW - 2000

Ref: Invitation for Bid No. Syd/881/1/2025,

We, the undersigned, declare that:

We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders,

2. We offer to execute in conformity with the Bidding Documents for AMC for Housekeeping/Cleaning services at 265 Castlereagh Street, Sydney, NSW - 2000.

3. Our bid shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and shall remain binding upon us and maybe accepted at any time before the expiry of the period.

4. If our bid is accepted, we commit to submitting a Performance Security Deposit in accordance with the Bidding Documents.

5. We also declare that the Government of India or any other Government body has not declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.

6. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept highest ranked bid / lowest bid or any other bid that you may receive.

Yours sincerely,
Date:
Authorized Signatory

(Authorized person shall attach a copy of Authorization for signing on behalf of Bidding Company)
Full Name and Designation
(To be printed on Bidder's letterhead)

DATES TO REMEMBER

Events	Date
Notice Inviting Tender	Proposal for Cleaning/Houskeeping Service at Consulate General of India, L1 to L4, 265 Castlereagh Street, NSW – 2000
Starting date of Tender submission	December 12, 2025
Site visit	L1 to L4, 265 Castlereagh Street, NSW 2000
Pre-bid meeting	December 17 , 2025
Last date of Tender Submission	December 26, 2025
Opening of Technical Bids	December 30, 2025
Opening of Financial Bids (of only those who qualify in the minimum eligibility criteria)	December 30, 2025

1. GENERAL INSTRUCTIONS

1.1 For the Bidding / Tender Document Purposes, the Consulate General of India, Sydney shall be referred to as 'Client' and the Bidder/Successful Bidder shall be referred to 'Contractor and / or Bidder or interchangeably.

1.2 The tender document can be downloaded from the websites of http://www.eprocure.gov.in, https://www.cgisydney.gov.in/ from December 12, 2025 onwards. The last date of submission of bids is December 26, 2025

1.3 While all efforts have been made to avoid errors in the drafting of the tender documents, the Bidder is advised to check the same carefully. No claim on account of any errors detected in the tender documents shall be entertained.

1.4 The bidder shall submit the copy of the authorization letter / Power of Attorney as the proof of authorization for signing on behalf of the Bidder.

1.5 All Bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of Contract, the bids not meeting the minimum eligibility criteria, Technical Bids not accompanied by EMD of requisite amount/format, or any other requirements, stipulated in the tender documents are liable to be rejected.

1.6 For all purposes of the contract including arbitration thereunder, the address of the bidder mentioned in the bid shall be final unless the bidder notifies any change of

address by a separate letter handed over personally/courier or by email to the hoc.Sydney@mea.gov.in. The bidder shall be solely responsible for the consequences of any omission or error to notify any change of address in the aforesaid manner.

1.7 The bidders are required to visit the site to assess the quantum of work involved before submitting the tender. Once the tender is submitted, it will be presumed that the bidder has seen and understood the complete work involved.

1.8 Any other instruction(s) deemed important by Consulate General of India, Sydney.

2. SCOPE OF WORK:

Housekeeping/Cleaning Services on daily basis for Chancery building located at Level 1 to Level 4, 265 Castlereagh Street, Sydney, NSW – 2000 as per details below:

2.1 The Consulate is housed on 4 floors from Level 1 to 4 having approximate floor area of approx. 466 sq meter each floor, 30 rooms, 4 toilets belong to the Consulate and 5 kitchens (1 kitchen belongs to the Consulate and 4 kitchens belong to the building. Consulate consisting of Lobbies, Verandas, Kitchen, Pantries, Toilets, Fittings & Fixtures, Conference Hall, Personal Workstations, and open area of Consulate building any other place in the complex as directed by the competent authorities. Cleaning of internal premises of the Consulate General of India including, but not limited to,

- Spot vacuum all rugs and carpeted areas (including carpeted raised floors). Spot sweep or vacuum all internal stairways as required.
- Sweep and damp mop all hard floor surfaces (Stone, terrazzo, vinyl, asphalt, rubber, ceramic tile, granite pavers, etc.), uncarpeted raised floors and other types of non-waxed flooring. Sweep and mop all interior wood floor surfaces.
- Daily Wet/dry mop in designated areas.
- Daily Wet/dry vacuum clean in the designated areas.
- Daily Use of wet/dry Scrubber machine for cleaning in designated areas.
- Use Mechanical Sweeper for sweeping in the designated areas.
- High dusting of corners, ledges, ceiling fixture etc. will be performed on an as-per need basis, with maximum gap of 30 days.
- Daily Empty and clean receptacles.
- Daily Cleaning of kitchen and kitchenware.
- Cleaning of Signages/Plaques once in two weeks.
- Daily dusting of all office equipment including furniture.
- All wall, doors and windows (interior) to be cleared of all stains, smudges and hand mark once in a month or as and when required.
- Polishing of metal/brass handles, decorative items, railing etc. once in three months. Frequency will be increased if required.
- Glass window cleaning at least once in 2 weeks. Cobweb removal when required.
- Daily removal of garbage and its disposal to the Municipality designated place outside the Complex.
- Removal & destruction of shredded papers / documents at place designated by the Consulate.

- To ensure clean ambience of the premises.
- To ensure optimum service at per scope of work.
- Company to ensure supply of proper uniforms.
- Company should ensure all statutory obligation such as Super, Minimum Wages, etc. are in compliance with Australian laws.
- Provide necessary and adequate equipments, implements, other cleaning material like toilet rolls, hand wash soap, paper towel, room freshener, sanitizer etc. at its own cost to ensure optimum service as per scope of work.
- Bidders shall be responsible for arranging and maintaining at his/her own cost all materials, tools, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents.

3. MINIMUM ELIGIBILITY CRITERIA

3.1 Company should be in this type of business from the last five years. The Tenderer should have valid permit / registration from the competent local authority for providing services in Australia, with satisfactory experience of rendering cleaning services.

3.2 Company should have clients related to Corporate Companies, Institutions or Embassies.

3.3 Company should have sufficient number of staff for deployment.

3.4 Company should provide 1 Janitor (40 hrs a week, 8 hrs *5 days).

3.5 Company should not have been barred or blacklisted by any organization in the Australia or by Government of India.

4. EARNEST MONEY DEPOSIT

4.1 The Earnest Money Deposit of AU$ 500/- in the form of account Payee Demand Draft/Pay Order issued by any reputed Bank drawn in favour of "High Commission of India Canberra" has to be submitted along with the bid. The validity of the Demand Draft/Pay Order must be up to 6 (six) months from the last date for submission of bids.

4.2 No request for transfer of any previous deposit of Earnest Mondy deposit or Performance Security Deposit or adjustment against any pending bill held by the Client in respect of any previous work shall be entertained.

4.3 Bidders shall not be permitted to withdraw their offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the foresaid bid security shall be forfeited to the government or will render the bidder ineligible to submit bids for contracts with the Consulate General of India, Sydney.

4.4 The bids without Earnest Mondy Deposit will be summarily rejected.

4.5 No claim shall lie against the Client in respect of erosion in the value or interest on the amount of earnest money deposit or security deposit i.e. no interest will be payable on EMD.

4.6 The bid security may be forfeited:

(i) If the bidder withdraws his bid during the period of validity of the bids specified by the bidder in the bid form; or

(ii) In case of successful bidder, if the bidder:

a) Fails to sign the contract in accordance with the terms of the tender document;
b) Fails to furnish required Performance Security Deposit in accordance with the terms of Tender Document within the time frame specified by the client; or
c) Fails or refuses to honour his own quoted prices for the services or part thereof.

5. VALIDITY OF BIDS

5.1 Bids shall remain valid and open for acceptance for a period of 180 days from the last date of submission of Bids.

5.2 In case, client calls the bidder for negotiation then this shall not amount to cancellation or withdrawal of original offer which shall be binding on the bidder.

5.3 The client may request for extension for another period of 60 days, without any modifications and without giving any reasons thereof.

5.4 PRE-BID MEETING/SITE VISIT: Interested firms/service agencies may visit the site for visualization and better understanding of the quantum of work during December 17, 2025 a prior appointment. A pre-bid meeting will take place on December 17, 2025. The site address is Level 1, 265 Castlereagh Street, NSW 2000. The bidders may also submit their queries by email on the aforementioned email IDs which will also be discussed in the pre-bid meeting.

6 PREPARATION OF BIDS

6.1 Language: Bids and all accompanying documents shall be in English only. The technical as well as the financial bids should be submitted in two sets – one original and one copy.

6.2 Technical Bid: Technical Bid should be prepared as per the instructions given in the Tender Documents along with all required information, documents in support of the minimum eligibility criteria. All the documents comprising the Technical Bid shall be put in a separate sealed envelope superscribed as **"Envelope A – Technical Bid".** Documents comprising the Bid:

a. Technical Bid Submission Form duly signed and printed on Company's letterhead.
b. Contact Details Form, duly filled and signed & stamped.
c. All attested supporting documents in proof of having fully adhered to minimum eligibility criteria as referred in Section-3 above.

6.3 **Earnest Money Deposit & Bid Security Declaration:** Earnest Mondy Deposit of AU$ 500/- in the form of account payee Demand Draft or Pay Order & Bid Security Declaration to be submitted separately in a sealed envelope superscribed as **Envelope B – Earnest Money Deposit & Bid Security Declaration. Please see Annexure 3.**

6.4 **Financial Bid:** Bidder shall prepare the Financial Bid in the Price Schedule as provided in the Tender Document. Financial Bid shall be put in a separate sealed envelope superscribed as **"Envelope C- Financial Bid".**

7. SUBMISSION OF BIDS

7.1 The Bidding firms have to submit the tenders in two bid system {i.e (i) Technical Bid and
(ii) Financial Bid} in the prescribed proforma. Tenders are to be submitted to Level 1, 265 Castlereagh Street, NSW 2000. All the documents in support of eligibility criteria etc. and other required documents are to be submitted along with the Tender Documents. No Tender Documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances whatsoever.

The tender shall be submitted in sealed envelopes as described below:

ENVELOPE 'A'	Technical bid
ENVELOPE 'B'	Earnest Money Deposit & Bid Security Declaration
ENVELOPE 'C'	Financial Bid

7.2 No Bid shall be accepted after the specified date and time. However, the Competent Authority in the Consulate General of India, Sydney reserves the right to extend the date / time for submission of bids, before opening of the Technical Bids.

8. BID OPENING PROCEDURE

8.1 The Technical Bids (Envelope A) shall be opened at 265 Castlereagh Street, NSW 2000 in the presence of bidders or their representatives and the Tender Evaluation Committee constituted by the Competent Authority of the Consulate General of India, Sydney. After evaluation of Technical Bids, a list of qualified bidders will be prepared by the Consulate General of India, Sydney. The Financial bids (Envelope 'C') will be opened on a subsequent date, which will be intimated to the shortlisted bidders, by mail/phone.

8.2 Bids shall be declared as valid or Invalid based on the preliminary scrutiny, i.e. on-site verification of documents submitted by the bidders by the Tender Evaluation Committee. The financial bids will be opened on result of such scrutiny. However, in case any thing found false or forged in contrary to the documents submitted by the bidder, its bid will be rejected, and suitable legal action may be taken.

8.3 The Financial Bids of only those bidders, who qualify at Technical Bid stage, shall

be opened by the Committee authorized for the purpose. Those bidders who qualify in the technical bid stage, will be intimated through mail/phone about the date for opening of the Financial Bids.

8.4 The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, the time remaining unaltered.

8.5 A letter of authorization shall be submitted by the Bidder's representatives before opening of the Bids.

8.6 Absence of bidder or their representative shall not impair the legality of the opening procedures.

8.7 After opening of the Technical Bids and verifying the EMD amount & BSD, the technical bids shall be evaluated to ensure that the bidder meets the minimum eligibility criteria as specified in the Tender Document.

9. CLARIFICATION ON TECHNICAL BID EVALUATION.

9.1 The Technical Bids shall be evaluated based on the available documents submitted by the bidder. To assist in the examination, evaluation, and comparison of the bids, and qualification of the bidders, the client may, at its discretion, ask any bidder for a clarification of its bid. Any clarification submitted by a bidder that is not in response to a request by the client shall not be considered. The client's request for clarification and the response shall be in writing.

9.2 If a bidder does not provide clarifications of its bid by the date and time set in the client's request for clarification, its bid may be rejected.

9.3 Client also reserves the right to seek confirmation/clarification from the issuer agency, on the supporting documents submitted by the bidder.

10. PERFORMANCE SECURITY (PS):

10.1 The successful bidder has to deposit Performance Security which will be AUD 10% of finalized monthly rate in favour of 'High Commission of India Canberra' in form of Demand Draft / Pay Order/Bank Guarantee within fifteen days of the acceptance of the Letter of Award (LoA). Performance Security should remain valid for a period of sixty (60) days beyond the date of completion of all contractual obligations of the service provider (SP). In case, the contract is further extended beyond the initial period, the Performance Security will have to be renewed accordingly by the SP. No interest shall be paid on Performance Security.

10.2 The Performance Security will be forfeited by order of the Competent Authority in Mission/ Post in the event of any breach or negligence or non-observance of any terms & conditions of the contract or for unsatisfactory performance or for non-

acceptance of the work order. On expiry of the contract, portion of the Performance Security, as may be deemed fit by the Client sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of Contractor's bill has been received and examined.

10.3 If the Contractor fails to provide the Performance Security within fifteen days of the acceptance of LoA, such failure shall constitute a breach of the contract and the Client shall be free to make other arrangements at the risk, cost and expense of the Contractor.

10.4 On due performance and completion of the contract in all respect, the Performance Security will be returned to the SP without any interest on presentation of an absolute 'No Demand Certificate" from the SP and upon return in good condition of any specifications, samples or other property belonging to the client, which may have been issued to the SP, for carrying out work stipulated in the contract.

11. VALIDITY OF CONTRACT

The contract, if awarded, shall be valid for a period of ONE YEAR (01 year). The contract may be extended annually on year to year basis, for further 02 years [maximum tenure 03 years from the date of start of work initially] as per the contract signed on same terms and conditions and same rates, subject to satisfactory services provided by the vendor. In case of breach of contract or in the event of not fulfilling the minimum requirements / statutory requirements, the client shall have the right at any time to terminate the contract forthwith in addition to forfeiting the performance security amount deposited by the Contractor and initiating administrative actions for blacklisting etc. solely at the discretion of the competent authority in Mission/ Post.

12. PAYMENTS

12.1 After award of work, a price schedule shall be annexed to the Articles of Agreement according to which all payments shall be made to the SP towards the AMC.

12.2 The prices in the Price Schedule shall be inclusive of all applicable taxes as may be levied by the Government from time to time.

12.3 All payments shall be made in check by means of bank transfer.

12.4 The Client shall be entitled to deduct in accordance with applicable law, Income Tax or withholding tax or other deductions (as the case may be), from any payments made to the Contractor, and the amount so deducted shall be deemed to be a payment made to the Contractor.

12.5 The payment to the workers in accordance to minimum wages prescribed by the local Government along with the statutory compliance Bonus is sole responsibility

of the Contractor. In case of revision in minimum wages by the local Government, the same would be absorbed by the service provider. Claim for any escalation shall not be entertained by the Client.

12.6 No request for revision/ increase of approved rates during the currency of the contract will be entertained.

12.7 No payment shall be made in advance nor will any loan from any bank or financial institution be recommended on the basis of the order of award of work.

13. Other Conditions, Force Majeure & Penalty Clause

13.1 The workers so provided should be on the roll of the Company.

13.2 The bidder must have satisfactory arrangements for training of its workers. Confirmation in this regard is to be given.

13.3 The bidder should submit precise profile of its key clients along with details of services provided.

13.4 If any cleaner is absent on a given day, the company will provide a substitute for him otherwise proportionate deductions will be made from the monthly payment.

13.5 In case the Service Provider fails in adhering to the daily cleaning requirements at Mission's/ Post's premises, and Client has to make alternative arrangements for daily cleaning, then Service Provider would reimburse the cost of such arrangements.

13.6 Contractor would be fully responsible for all acts of omission or negligence, dishonesty or misconduct of its employees for work at Mission's/ Post's premises. Contractor would indemnify Client against any compensation/claim and damages etc. due to accident or injury to its employees or death due to accident or otherwise, which may arise out of and during the course of their duties. Client would not be liable to pay any damages or compensation to such cleaners or to any third party.

13.7 In case of any complaint, either as regards the nature of service or as regards the behaviors of cleaners on duty or otherwise, Contractor would be intimated and would be required to take corrective measures promptly.

13.8 Client reserves the right to amend/withdraw any of the terms and conditions in the tender documents or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Client in this regard shall be final and binding on all.

13.9 Client reserves its right to revoke the contract at any time, if the services rendered are not found satisfactory during the period of the contract.

13.10 Client may, by written notice sent to Housekeeping agency, terminate the

contract, with a notice period of at least one month, in whole or in part at any time for its convenience. The notice of termination shall specify that termination is for the Client's convenience, the extent to which performance of work under the contract is terminated and the date upon which such termination becomes effective.

13.11 The bidder must have modern equipment(s), latest technical expertise for management of buildings and related facilities, as has been defined in brief scope of work. Machinery, equipment, implements, material and consumables proposed to be used should be clearly indicated. List of equipment owned by the company may also be furnished with the bid.

13.12 Any wrong or misleading information will lead to disqualification.

13.13 The bidder shall maintain at all times machinery / equipment and other resources required for upkeep and cleanliness of the premises of the Client. The SP will arrange at his own cost additional machinery/ equipment and resources if required by the Client for the purpose.

13.14 Client reserves the right to remove any person found unfit.

13.15 The bidder would be responsible for all mandatory compliance for social, safety and environmental issues related to the performance of the service provider in the Mission's/Post's premises as stated in the eligibility criteria.

13.16 {Any other terms and conditions deemed important by Mission/ Post}

Annexure -1
Format for Submitting the Financial Bid

(To be submitted in a separate sealed cover superscribed as "Envelope C – Financial Bid")

BID No. Syd/881/2/2017

Date:

To,
Head of Chancery
Consulate General of India
265 Castlereagh Street,
NSW - 2000

FINANCIAL BID

Proforma to be filled up and submitted by the bidder (in English)

1.	Name of the Bidding Agency/ Company	
2.	Address of the Bidding Agency/ Company	
3.	Contact details of the Bidding Agency/ Company	

Break-up of the total cost:

No. of cleaners {to be decided by the Mission/ Post*}	
Wages of cleaners (monthly)	
Total Wages	
Cleaning material charges (if applicable)	
Taxes (if applicable)	
{Any further break-up of monthly charges, if available}	
Total Amount (monthly) (inclusive/ exclusive of taxes)	

Total monthly charges for cleaning services: (incl./ excl. taxes)

Yours faithfully,

(Signature of Authorized Signatory)
Name :
Designation :
Company Seal :

{* While deciding the required number of cleaners, Mission/ Post should always strive to ensure economy and efficiency. Mission/ Post will have to provide proper justification if it intends to procure increased number of cleaners, compared to earlier-approved contract.}

Annexure-2

CONTACT DETAILS FORM

Bidder's description format summary

Name of the Bidding Firm	
Name of Partner(s) & Nationality	
Name of the Authorized Signatory Nationality Passport No.	
E Mail ID	
Telephone No.	
Fax No.	
Year of Incorporation	
Registration No.	
Service tax no.	
Registered Office & Address	
Branch offices (with address and Contact details) if any	
Average Annual turnover in the *last five* financial years	
Total Staff Strength with Nationality of Employees	
Total Technical staff percentage	
Nationality of Staff working in Company and to be deputed for work (National of India or friendly country)	

DETAILS ABOUT KEY PERSONNEL OF THE BIDDING COMPANY

(With ID proof/supporting documents)

1.
2.
3.
4.

Annexure-3

Bid Security Declaration

With reference to tender notice no. No. Syd/881/2/2017 dated 08 August 2025 this is to certify that if we withdraw or modify our bid during period of validity or if we are awarded the contract and we fail to sign the contract or fail to submit a performance security before the deadline defined in this document, we are liable to be suspended for a period considered fit by the Consulate from being eligible to submit bids for contracts by the Consulate General of India, Sydney.

[Signature(s) of the Tenderer(s)
with Name, Designation, Date & Seal]

Annexure – 4

Proforma of Bank Guarantee

(on non-judicial paper of appropriate value)

To,
Consulate General of India,
Sydney.

Bank Guarantees No.

Date

Dear Sir (s)

This his reference to the Work Order No. _____ Dated _____ having been placed by Consulate General of India, Sydney with M/s (Name & address of Contractor) for _____.

The conditions of this order provide hat the Contractor Shall.

a) Arrange to carry out the services listed in the said order by the Client on site as per the work order and bid documents.

b. Arrange for the service support and provide the items to the Client on site as per the work order and bid documents.

M/s (Name of Contractor) has accepted the said work order with the terms and conditions stipulated therein and have agreed to issue the performance bank guarantee on their part, towards promises and assurance of their contractual obligations vide the work order No. _____ M/s (Name of Contractor) holds a current account with us and has approached us and at their request and in consideration of the promises, we hereby furnish such guarantees as mentioned hereinafter.

Consulate General of India, Sydney shall be at liberty without reference to the Bank and without affecting the full liability of the Bank hereunder to take any other undertaking of security in respect of Contractor's obligations and /or liabilities under or in connection with the said contract or to vary the terms vis-a0vis the Contractor or the said contract or to grant time and or indulgence to the Contractor or to reduce or to increase or otherwise vary the prices or the total contract value or to forebear from enforcement of all or any of the obligation of the Contractor under the said contract and /or the remedies of the Consulate General of India, Sydney under any security(ies) now, or hereafter held by the Consulate General of India, Sydney and no such dealing(s) with the Contractor or release or forbearance whatsoever shall have the effect of releasing the bank from its full liability of the Consulate General of India, Sydney hereunder or of prejudicing right of the Consulate General of India, Sydney against the bank.

This undertaking guarantee shall be a continuing undertaking guarantee and shall remain valid and irrevocable for all claims of the Consulate General of India, Sydney and liabilities of the Contractor arising upto and until date.....

Your right to recover the said sum of _____ only) from us in manner aforesaid will not be affected/or suspended by reason of the fact that any dispute or disputes have been raised the said M/s _____ and /or that any dispute or disputes are pending before any officer, tribunal or court or Arbitrator,

Our liability under the guarantee is restricted to _____(_____only) Our guarantee shall remain in force until unless a suit action to enforce a claim under guarantee is filed against us within six months from (which is date of expiry of guarantee) all your rights under the said guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

We have power to issue this guarantee in your favour under Memorandum and Article of Association of our Bank and the undersigned has full power to do under the power of Attorney dated_____.

Not with standing anything contained herein:

1 Our liability under this guarantee shall not exceed _____(in words).

2 This bank guarantee shall be valid upto ____ & unless a suit for action to enforce a claim under guarantee is filed against us with six months from the date of expiry of guarantee. All your rights under the said guarantee shall be forfeited and we shall be relieved and discharged from all liabilities another after i.e. after six months from the date of expiry of their Bank Guarantee.

3 We are liable to pay the guaranteed amount or any parts thereof uder the this bank guarantee oonly and only if your eeve upon us a written claim or demand on or before_____.

4 The Bank guarantee with expiration on _____

Granted by the Bank

Yours faithfully,

For (Name of Bank)

SEAL OF THE BANK
Authorized Signatory