

High Commission of India
Singapore

Date: 19 February 2025

Corrigendum – 1

This is with reference to this High Commission's Request for Proposal (RFP) No. SIN/HCI/ADMN/551/05/2025 dated 04th February 2025 inviting proposals from prospective Service Providers for outsourcing of Consular, Passport and Visa services of the High Commission of India, Singapore.

2. Prospective Bidders may kindly note the **modification in Annexure-K** (page no. 143 of the aforesaid RFP dated 04th February 2025 refers) and submit their Financial Bids as per the Proforma appended below.


(Ashwani Kumar)
Head of Chancery
HCI, Singapore

FINANCIAL BID**Annexure: K**

This financial Bid should be enclosed and sealed in a separate envelope superscribed 'Financial Bid'

Note: Service Fee (in SGD) must be filled correctly both in figures and in words, without any discrepancy. Any vague details /no response may lead to rejection of the bid.

Proforma for Service Fee

Name of the Bidding Company:

S.No	Description	Offer of the bidder (in SGD)
1	Service Fee as per deliverables in the RFP	Amount in figures: Amount in words:

Notes:

- i) Service Fee quoted above is the 'Service Fee per application' payable to the Service Provider. Bidder shall quote the Service Fee as per deliverables of the RFP including digitization and indexation of documents, enrolment of fingerprint biometrics, facial Biometric capture, and provision of four Application Facilitating Services viz, photocopying, photographs, Form filling, and Courier Services.
- ii) Financial bid that quotes zero Service Fee will be rejected and will not be considered for the calculation of the L1 bidder.
- iii) Service Fee per application quoted above shall be inclusive of all local taxes (VAT, GST, etc.) as applicable in different provinces of Singapore. It is the responsibility of the Service Provider to pay applicable taxes to the concerned Governmental authorities.
- iv) Service fee quoted above will be the same for all types of CPV services as per the deliverables in the RFP.

Signature..... Date.....
Designation with seal of the bidding Company
(to be signed by CEO or equivalent Authority)