

**Embassy of India  
Manila  
\*\*\*\*\***

No. Mani/def/815/01/2026

05 February 2026

**Section : I**

**Notice Inviting Tender**

**Subject: Notice Inviting Tender for providing of ground handling services to the Indian Navy Aircraft (P-8I).**

1. The Embassy of India, Manila invites sealed tenders (single bid) from reputed companies/ firms/ aircraft handlers for providing **of ground handling services to the Indian Navy Aircraft (P- 8I)** at Ninoy Aquino International Airport (NAIA), Manila on 7-8 & 26-27 March 2026.

**Section -II**

**Instruction to the bidders and other term and conditions.**

**Important Dates**

| <b>Ser</b> | <b>Event</b>              | <b>Date</b>  |
|------------|---------------------------|--------------|
| (a)        | Date of publishing tender | 05 Feb 2026  |
| (b)        | Bid submission start date | 05 Feb 2026  |
| (c)        | Bid submission End date   | 25 Feb 2026  |
| (d)        | Date of opening bid       | 26` Feb 2026 |

2. The bidding companies/ firms should have a valid VAT registration in the Philippines.

3. The bidding companies/ firms should submit **documentary proof** of providing ground handling to the foreign Military Aircraft or International flights.

4. **Validity of Bids.** Bids shall remain valid and open for acceptance for a period of 90 days from the last date of submission of Bids.

5. **Bid Security Declaration.** The bidder shall submit a Bid Security Declaration as (**Annexure-I**). Failure to honor the Bid Securing Declaration shall render

the bidder ineligible to participate in any tender on behalf of Government of India, for a period of two years from the date of publication of the Tender in which the default has happened.

6. **Performance Security Deceleration.** To ensure due performance of the contract the contractor shall submit a Performance Security Declaration (**Annexure-II**). Failure to honor the Performance Security Deceleration shall render the bidder ineligible to participate in any tender on behalf of Government of India, for a period of two years from the date of publication of the Tender in which the default has happened.

7. The amount should be quoted for each item/ service as per (**Annexure- III**). The breakdown of necessary taxes/ VAT (inclusive or exclusive) should be clearly indicated the bid document.

8. The successful bidder/ handler is also required to provide/ coordinate the following as per sr. no. 1 of Annexure-III of quotation: -

(a) Coordination with Airport authority or Philippines Air Force (if aircraft parked at Airforce parking) for Lounge access/ resting area for the crew members.

(b) Obtaining of Parking plan for the aircraft.

(c) Coordination for flight plan filling and updating with ATC.

(d) Obtaining of airport access for the vehicle of crew and reps of Embassy.

(a) Aircraft marshaling (if not provided by the Philippines Airforce).

(b) Security of aircraft.

(c) Custom, Immigration, and Police clearance for the crew members.

(d) Catering coordination.

9. No advance or down payment will be made for supply of fuel.

10. Payment of services and items which are actually utilized for the aircraft will paid and settled in full through bank transfer on submission of all documents such as **invoices, delivery receipts** and **user acceptance certificate** after departure of the aircraft.

11. Enquiry, if any may please be sent on the email: [def.manila@mea.gov.in](mailto:def.manila@mea.gov.in)/+639682670739 enquiry shall be entertained only till 22 Feb 2026.

12. Interest eligible parties may send their bids/ quotations in sealed envelopes, addressed to the following: -

**Embassy of India, Manila  
(Kind attn: Office of the Defence Attache)  
2190, Paraiso Street, Dasmarinas Village,  
Makati City, Metro Manila  
Tel: +632 88441429**

13. The Sealed envelopes containing the bids should be written as **“Ground handling services to the Indian Navy Aircraft at Ninoy Aquino International Airport, Manila”**.

14. The bids would be opened at 11:00 hrs on 26 Feb 2025, by a committee comprising officers of this Embassy. Interested parties are welcome to send one representative for opening of the bids in the Embassy.

15. The Embassy of India, Manila reserve the right to withdraw/ cancel the Tender or reject any bid at any stage of the bidding process without assigning any reason whatsoever.

Sd/-  
(Shiv Lal Meena)  
Head of Chancery  
Embassy of India, Manila  
2190, Paraiso Street,  
Dasmarinas Village,  
Makati City, Metro Manila  
Email: [hoc.manila@mea.gov.in](mailto:hoc.manila@mea.gov.in)  
Tel: +632 88441429

# **LETTER HEAD OF COMPANY**

**Annexure-I**

**No. Mani/def/815/01/2026  
Embassy of India  
Manila**

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## **Bid Securing Declaration**

I/We accept that if I/we withdraw or modify Bids during the period of validity or if I/we are awarded the contract and I/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/we will be suspended for the period of time specified in the request for bid document from being eligible to submit Bids for contracts with the Government of India.

Date:

Place:

Name:

Signature:

# **LETTER HEAD OF COMPANY**

**Annexure-II**

**No. Mani/def/815/01/2026  
Embassy of India  
Manila**

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## **Performance Security Declaration**

I/We accept that any event of breach of contract or deterioration of goods and services by us as contractor will be liable to become suspended for the period of time specified in the request for bid document from being eligible to submit Bids for contracts with the Government of India.

Date:

Place:

Name:

Signature:

**No. Mani/def/815/01/2026**  
**Embassy of India**  
**Manila**

**PROFORMA FOR QUOTING PRICE FOR THE ITEMS AND SERVICES (GROUND HANDLING) REQUIRED FOR INDIAN NAVY AIRCRAFT P-8I AT NAIA AIRPORT**

| <b>Ser.</b> | <b>Type of item/services</b>  | <b>Specification<br/>(Boeing 737-800)</b> | <b>Per<br/>Unit/service</b> | <b>Price per<br/>unit/service</b> |
|-------------|---|---|-----------------------------|-----------------------------------|
| 1           | Ground handling charges<br><br>(Obtaining of Parking plan, Coordination for flight plan filling and updating with ATC,<br><br>Obtaining of airport access for the vehicle of crew and reps of Embassy.<br><br>Custom, Immigration, and Police clearance for the crew members.<br><br>Security of aircraft if parked in civil parking.<br><br>Aircraft marshaling. |   |                             |                                   |
| 2           | Lavatory servicing (non Vacuum type)  |   |                             |                                   |
| 3           | Aircraft cabin cleaning services with vacuum cleaner  | Boeing 737-800                            |                             |                                   |
| 4           | Ground Power Unit (GPU)   | 200/115V, Three/One, 400 Hz<br>90kVA      |                             |                                   |
| 5           | Aircraft towing Tug   |   |                             |                                   |
| 6           | Tyre Inflation Tool (TIT)   | 0-500 Psi Gauge                           |                             |                                   |
| 7           | Struct inflation Tool (SIT)   | 0-3000 Psi<br>Gauge                       |                             |                                   |
| 8           | Follow me vehicle   |   |                             |                                   |
| 9           | Air Conditioning Cart/ Unit   | 60 TR                                     |                             |                                   |

|     |   |                                 |  |  |
|-----|---|---------------------------------|--|--|
|     | (ACU)   |                                 |  |  |
| 10  | N2 Trolley  | N2 bottles-3000 psi             |  |  |
| 11  | O2 trolley  | High altitude Brath             |  |  |
| 12  | Main Aircraft ladder  | Boeing 737-800                  |  |  |
| 13  | Articulated Mobile Hydraulic platform (AMHP) / Alternatively access for 30 feet from ground | Upto 30 feet height             |  |  |
| 14  | Conveyor Belt for unloading Spares and Luggage  | -                               |  |  |
| 15  | Air starter Unit  | Psi                             |  |  |
| 16  | Aircraft Tow Bar  | Boeing 737-800                  |  |  |
| 17. | In flight catering for 28 Pax   | Plz provide menu and rate chart |  |  |
| 18. | Other airport charges if any.   |                                 |  |  |

(Authorised signatory)