**REQUEST FOR QUOTATIONS**

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| **Date:** | **12th October 2018** |
| **Loan No & Title:**  | **3474-PAK(SF) – National Disaster Risk Management Fund** |
| **Package No & Title:** | **NDMF/G-1 : Equipment** |
| **Deadline for submission of Quotations:** | **26th October 2018 by or before 1100 hours** |

The National Disaster Risk Management Fund is a not-for-profit company incorporated with the Securities and Exchange Commission of Pakistan, under Section 42 of the Companies Ordinance 1984 (now Companies Act 2017). It is a government-owned non-banking financial intermediary with a corporate structure.

2. The Company has received a loan from the Asian Development Bank under the Loan Agreement No. 3474-PAK(SF) and intends to apply the part of proceeds of the Loan for eligible payments under the Contract Agreement resulting from this RFQ for procurement of Goods listed under following Lots/Packages:

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| **Lot #** | **Lots/Packages** |
| 1. | Remodeling, Renovation & Interior Décor |
| 2. | Wooden, Aluminum and Portioning Work |
| 3. | Supply of Office Furniture |
| 4. | Supply of Office Accessories & Electrical Appliances |
| 5. | Supply & installation of Networking system(Electrical Power, Telephone Exchange, Data Networking, Public Address System, CCTV, WiFi & Multimedia) |

3. Procurement process will be conducted in accordance with ADB’s Procurement Guidelines following “Shopping” method and is open to all eligible bidders. The bidders may obtain **Request for Quotation (RFQ) Document**, containing specifications of items and detailed terms & conditions, from the office of Manager Procurement, Room No. 122, National Disaster Risk Management Fund (NDRMF), ERRA Headquarter, Main Murree Road, (Opposite Margalla Town), Islamabad Ph: 051-9030811, on submission of written application on company/firm's letterhead, duly supported by copy of NTN & GST certificates.

4. Sealed Quotations must be delivered to the above office on or before **1100** hours on **26th October 2018** which shall be opened in the presence of bidders or their authorized representatives who choose to attend at **1130** hours on **26th October 2018** in the office of National Disaster Risk Management Fund.

5. The bidders are requested to give their best and final prices as no negotiations are allowed. Conditional or incomplete bid will be rejected or declared non responsive.

**M**anager **P**rocurement

National Disaster Risk Management Fund

**Ph: (051)9030811**