

## **INVITATION FOR SEALED BIDS**

### **Procurement of Furniture & IT Equipment**

UNESCO Islamabad invites bids from reputed Firms/Authorized Dealers/Manufacturers registered with Sales Tax Department, for supply of (i) Furniture and (ii) IT Equipment needed for the training halls and office of the Directorate of Education Extension (DEE AJK) Muzaffarabad. It is up to the discretion of the interested firm to bid for supply of the furniture or for IT equipment, or for the both. The bids for furniture and IT Equipment should be submitted separately.

Please visit UNESCO Islamabad website <http://www.un.org.pk/unesco/rfp/tender.htm> to download the detailed tender document with specifications for furniture and IT equipment. The delivery location is DEE AJK office Muzaffarabad. The delivery date for the furniture and IT equipment is 2 weeks from the date of the bid approval. The documents can also be obtained from UNESCO Islamabad office, F-7/3, Street No. 8, House No. 17 during office hours from Monday to Friday.

Earnest Money @ 2.5% of quoted value in the form of Bank Draft must accompany the bid; otherwise the bid will be rejected. The rates should be quoted in Pak Rupees only and should include GST and delivery charges. Conditional and incomplete tenders shall not be accepted.

The bids shall be properly sealed and addressed to **Director, UNESCO, House No 17, Sector F-7/3, P.O. Box 2034, Islamabad, Pakistan**; and clearly state: **“BIDS FOR SUPPLY OF FURNITURE AND/ OR EQUIPMENT - DO NOT OPEN”**. The **sealed bids** should reach UNESCO Islamabad office **by 4:30 pm, Monday, 12 November 2007**.

UNESCO reserves the right to accept or reject any bid without assigning any reason.