

High Commission of India
Suva

(REQUEST FOR PROPOSAL)

**Subject : Supply and installation of roller shutter electric motor at garage-door
in India House**

Scope of work : Supply and installation of roller shutter electric motor at garage-door in India House, 72 Princess Road, Tamavua, Suva.

Eligibility criteria :

- (i) Company should have experience in this field and possess all spare parts of the equipment and well technicians for repairs and maintenance.
- (ii) Company should have not been barred / black-listed by any Government authority in India, Fiji or elsewhere.
- (iii) Company may submit their quotations on Fixed Price ***lump sum basis***.
- (iv) Company should not start procurement process from abroad after receiving job order from the High Commission. Motor should be readily available in Suva.

Site inspection: Interested companies are requested to visit the India House, 72 Princess Road, Tamavua, Suva, after seeking appointment (Tele: 00679-3301125) for measurement / inspection of the site and forward their quotations accordingly.

Submission of quotations: The advertisement would be placed on the Mission's website & social media pages. Quotations would be accepted till **05:30 pm on 20.06.2023**. The quotations in sealed covers super-scribed as "**Quotation for Supply and Installation of roller shutter electric motor at India House, Suva**" should be submitted in Administration Section (Tele: 00679-3301125) at Level 5, Butt Street, Suva.

Evaluation & Selection : It is proposed to open sealed quotations at **11:00 am on 23.06.2023**. The quotation offering as per scope of work, good credentials and best prices would be selected for the award of the job. However, the final decision would rest with High Commission of India, Suva and we would owe no explanation to anyone about the selection process of the company for the job.
