



## **SAARC Development Fund Thimphu, Bhutan**

### **Request for Quotation**

SAARC Development Fund (SDF) Secretariat, having its Secretariat at Thimphu, Bhutan, invites proposals from the interested firms/companies for the following supplies for 12 months commencing from the day the agreement is signed with the successful bidder(s).

1. Supply of office stationeries
2. Supply of pantry items
3. Electrician on retainer basis
4. Air Ticketing (IATA Certified Travel Agent for Air Ticketing)
5. Printing work
6. Printing of gift items (Calender, diary, pen etc)
7. Procurement of tea/coffee vending machine

All qualified licensed firms/companies are requested to submit their proposals in a sealed envelope at the address mentioned below by the close of business (before 1600 hours) on 18<sup>th</sup> December, 2023.

Administration Department  
SAARC Development Fund  
3<sup>rd</sup>Floor BDBL Building, Chubachu, Thimphu.

The detailed specification for the aforementioned goods and services can be downloaded from our website [www.sdfsec.org](http://www.sdfsec.org)

For further details, please contact the Administration Department on 321152/53, email at [admin@sdfsec.org](mailto:admin@sdfsec.org)