

INVITATION TO BID

**MINISTRY OF COMMERCE (MOC)
DEPARTMENT OF INTERNATIONAL COOPERATION (DICO)
TRADE DEVELOPMENT SUPPORT PROGRAM (TDSP)**

Wishes to purchase:

**Office Furniture
Ref: TDSP/2011/071**

Item	Description	Unit
1	Oval Meeting Table (Biger)	1
2	Steel filling carbinet	3
3	Student Desks for Training Room	20
4	Student Chair	50
5	Meeting Table for 25 people	1
6	Whiteboard (large)	1
7	Whiteboard (small)	6
8	Flip chart	5
9	Portable Flip chart	2

1. The goods are required to be supplied within **4 weeks** from date of contract signing.
2. Interested qualified eligible contractors are invited to request a copy of the bidding documents free of charge from the address given in paragraph 7 of this invitation to bids.
3. To be considered eligible and qualified a firm or individual must
 - a) Have completed within the last 3 years at least one contract of a similar nature of at least 50% of the value of the bid.
 - b) Have completed in the last 2 years, contracts with a total cumulative value of three times that bid.
 - c) An authorized reseller/distributor statement/form is required to be submitted with the bid in the format provided in Section 5.
 - d) Not be under any notice of disbarment issued by the Government, The Asian Development Bank or the World Bank.
4. Bids must be delivered to the address given below (Para 7) at or before **February 08, 2012 at 3:00 PM**. Late bids will be rejected. Bids will be opened in public immediately thereafter at the address given below (Para 7) in the presence of the Bidders' representatives who choose to attend shall be allowed to be present in person.
5. The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
6. All bids must be accompanied by a bid securing declaration as described in the bidding documents, any bid not accompanied by one will be rejected as non-compliant
7. The address where the document may be inspected and obtained is:

Procurement Unit

The Department of International Cooperation (DICO)
Trade Development Support Program (TDSP)

1st Floor, Ministry of Commerce, Russian Federation Blvd., Phum Toeuk Thla, Sangkat Toeuk
Thla, Khan Sen Sok, Phnom Penh.
Tel/Fax No: (855) 023 866 064
E-mail: long.kemvichet@gmail.com