

Ref No.: MRC-AD/IUL/2025/024

## Request for Quotations

### Repair and Maintenance Works in MRC North Regional Office, Kulhudhuffushi

#### Background

The Maldivian Red Crescent is an independent, voluntary, humanitarian organization, established on the basis of the Maldivian Red Crescent Law [Law 7/2009]. Its primary objective is to provide humanitarian aid, and to prevent and alleviate human suffering. It is the 187th member of the world's largest humanitarian movement — the International Red Cross and Red Crescent Movement – which every year helps millions of people whose lives have been devastated by crises or conflict.

#### Purpose

- Maldivian Red Crescent is seeking a service provider for the repair and maintenance works in Maldivian Red Crescent, Northern Regional Office in Kulhudhuffushi City. The details of the works are as follows:
  1. Removing the existing tiles on the floor and layering an additional polish cement layer.
  2. Removing the damaged ceiling parts and repair the ceiling using gypsum board.
  3. Adjusting the wirings are required.
  4. Constructing a small ramp, making access to the vehicle parking area.

#### Evaluation of Quotations

Quotations will be evaluated based on value for money, quality and time.

#### Submission Guideline

Your offer should be submitted by email to [info@redcrescent.org.mv](mailto:info@redcrescent.org.mv), no later than 08<sup>th</sup> March 2025, 14:00hrs.

Use the subject line: "Quotation for MRC NRO Repair and Maintenance - MRCAD/MIS/2025/024 - [Your Organization Name]."

- All offers should be submitted on the company letterhead and duly stamped and signed.
- Price should be quoted in Maldivian Rufiyaa.
- Quotation Validity: your offer must remain 30 days from the date of submission of the quotation before which a contract/ purchase order if awarded should be accepted by you.

#### Payment

Payment will be made within 14 days of satisfactory delivery of service via bank transfer to the service provider's company account. No advance payment will be made. Please specify your payment terms if they differ. Maldivian Red Crescent is exempt from the payment of all types of taxes. The service provider is responsible for clearing all its government tax obligations under this contract. The MRC will not be held responsible for tax matters and may request proof of tax payment from the service provider.

For any further inquiries you may contact 3341009 or email [info@redcrescent.org.mv](mailto:info@redcrescent.org.mv)