



REQUEST FOR TENDER
FOR THE SUPPLY AND PROVISION OF OFFICE
SERVICES

RFT NO:12/26

HOUSING AUTHORITY (HA) invites written proposal from reputable and financially stable companies for the provision of office services listed below at its Head Office and various branch offices:

- 1) Fire Alarm System & Protection (Re-advertisement) – for the provision and maintenance of fire alarm system
- 2) Leased photocopiers- for the provision and installation of multifunction copiers
- 3) Taxi services – for the provision of taxi services to supplement transportation needs
- 4) Waste management – for the supply of skip bin services or waste collection.

All companies submitting Request for Tender for provision of the above services are required to provide vat exclusive prices for the relevant services separately and for each office.

The scope of services and compliance requirements is available on HA's Tenderlink portal www.tenderlink.com/housing. Strictly e-submissions only are to be uploaded to the Tenderlink and marked "**RFT 12/26 Supply & Provision of Office Services**" and addressed to the Chief Executive Officer, Housing Authority, Valelevu, Nasinu.

For more information and or clarification, please contact our Senior Administration Officer, Ms. Kalesi Bulamaibau on phone 9993256 or via email on KBulamaibau@housing.com.fj

REQUEST FOR TENDER CLOSES ON MONDAY, 6 JULY 2026 AT 3.00PM FIJI TIME.

Late Submissions will not be accepted. HA reserves the right to accept or decline any tenders.