FEDERAL UNIVERSITY OF MEDICINE
AND MEDICAL SCIENCES ABEOKUTA

Procurement Unit

Temporary Site
Federal University of Medicine and
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FUNAAB Campus, Alabata Road
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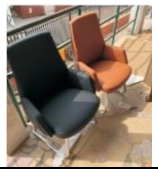
**25th February, 2026**

## REQUEST FOR QUOTATION FOR THE SUPPLY OF OFFICE FURNITURE

**Dear Sir/Madam,**

This is to request that you kindly forward your Company's quotation for the Supply of Office furniture as stated below:

| S/NO | DESCRIPTION | ITEM / SPECIFICATION | QUANTITY |
|---|---|---|---|
| 1 | **EXECUTIVE OFFICE TABLE 24M** |  | **1** |
| 2 | **EXECUTIVE OFFICE CHAIR** |  | **1** |
| 3 | **BINATONE STANDING FAN 18 INCHES** |  | **7** |
| 4 | **BOOKSHELF** |  | **7** |

| | | | |
|---|---|---|---|
| 5 | **EXECUTIVE OFFICE CHAIR** |  | **6** |
| 6 | **OFFICE SENIOR EXECUTIVE TABLE WITH SIDE EXTENSION AND DRAWER 2000mmLX700mmWX750mmH** |  | **6** |
| 7 | **EXECUTIVE VISITOR'S CHAIR** |  | **4** |
| 8 | **HISENSE 20L ELECTRIC KETTLE** |  | **7** |
| 9 | **VISITOR'S CHAIR** |  | **12** |

Please note that the total contract sum will attract the deduction of 7.5% Value Added tax (V.A.T.) and 2% Withholding Tax. Transportation and Installation fees should be included in the quotation.

Kindly be informed that only contractors who are registered with the Bureau of Public Procurement (BPP) would be considered. **Please attach your company profile in a separate envelope.**

The completed bid should be enclosed in a sealed envelope and the job quoted for should be indicated on the top left –hand corner of the envelope, while your company name should be indicated on the reverse side. The envelope should be addressed to:

**The Registrar**

**Federal University of Medicine and Medical Sciences, Abeokuta**

**Alabata Road, FUNAAB Campus,**

**Abeokuta, Ogun State, Nigeria.**

All quotations should be enclosed in a sealed envelope and registered in the Registrar's Office before submission into the Tenders Box (in the Registrar's Office) not later than 12:00 noon on Tuesday 3rd March, 2026.

It is important to also note that only quotations submitted into the Tenders Box as stated above will be considered.

Thank you

**Signed**

**Adesina M.Y. (Mrs.)**

**Secretary, Procurement**

**For: The Vice-Chancellor**