



Ref: No-ASHIKA/RFQ-01/2026-2507

Date: 15/02/2026

Request for Quotation

ASHIKA Development Associates hereby **invited from qualified and experienced External Audit Firms to conduct the physical (fixed and movable assets) verification & evaluation for Ashika Development Associates (NGO).**

Organizations such as **External Audit Firm-Chartered Accountants** and similar entities are encouraged to apply. Applications must be submitted either physically or via e-mail.

We request you to kindly provide us with price offers for the following **Asset Verification**. Stamp sign and sealed the envelop. The authority reserves the right to cancel any or all price offers without assigning any reason whatsoever.

SL. No.	Particular	Specification	Unit	Quantit y	Total Price	Remarks
1	Asset Re-Valuation & Evaluation	Fixed and movable assets (Asset Verification)	Asset	646		Physical asset verification & Re-valuation for the year of July 2024-June 2025 .

N.B Total price including VAT & Tax with in words in your letter head.

Terms & Conditions:

1. Please quote your price within 07 days with sealed envelope; To the Convener, Procurement Committee, ASHIKA Development Associates, Kambhe House, K.K Roy Road, Rangamati. Email: procurement@ashikacht.org, Phone: 01515254768, (Last date: 22 February, 2026)
2. Tax & Vat will be deducted (if applicable) as per Gov't rules.
3. Payment shall be made through Account Payee cheque within 03 working days.
4. Valid Trade License, Company Profile, Registration as an Audit Firm, TIN and VAT Registration.
5. The applicant must have relevant working experience, preferably with an NGO
6. ASHIKA Management reserves the right to accept or reject all the RFQ without assigning any reason whatsoever.

Therefore, you are requested to quote the items for our need.

Very Sincerely

A handwritten signature in black ink, appearing to read "K. bladeren".

Convener

Procurement Committee

ASHIKA Development Associates