

**AMIRI DIWAN  
NOTICE  
PUBLIC BIDDING NO. AD/M/804  
MAINTENANCE OF MICROSOFT DYNAMICS DEVICES**

The Amiri Diwan hereby announces the above public bidding among the specialized companies or establishments in this field in conformity with the conditions and specifications stated in the bidding documents which can be obtained during the official office working hours from the (Amiri Diwan - Bayan Palace -Administration Building - First Floor (Zone 7) Tenders & Follow Up Department, against a non-refundable fee of KD 75/- (to be paid through K-net), as from the date of publishing this notice in the Official Gazette during office hours from 8.30 am to 1.30 pm, as from Sunday 11.05.2025 and the Owners of Small & Medium Projects are exempted from paying the document fees provided that they shall the supporting certificate. bearing in mind that the following should be observed:

1. **The closing date for offer submission shall be at 1.00 p.m. on Thursday 22/05/2025. Late bids are rejected.**
2. The bids shall be submitted in closed envelopes to Tenders & Follow Up Dept. at Bayan Palace -Administration Building - First Floor (Zone 7).
3. The initial guarantee shall be 2% of offer value in the form of letter of guarantee or certified check issued by a Kuwaiti accredited bank valid for the entire offer validity period of 90 days.
4. Submit valid Manpower Percentage Certificate.
5. Submit Authorization letter and copy of Civil Card for company representative.
6. This bidding is indivisible and alternative bids are not accepted.
7. The bidder shall submit a letter accompanied by a copy of the registration certificate with Kuwait Chamber of Commerce & Industry.
8. Pretender meeting shall be held at 10.00 AM on Monday 19.05.2025 at the Bayan Palace - First Floor - Zone 7 - Tenders & Follow-up Department.
9. The offers shall remain valid for 90 days from the closing date and the Amiri Diwan has the right to extend or renew this term to such a period(s) it deems suitable for the completion of the awarding procedures.
10. For queries Tel. No.: Direct 22011437-22011426-22011427 Email : [ma.almatouq@da.gov.kw](mailto:ma.almatouq@da.gov.kw)