



**National
Airports
Corporation**
PAPUA NEW GUINEA

PO Box 684, **Boroko** - NCD
Papua New Guinea

Head Office
Level 1 Domestic Terminal
Jacksons International Airport
7 Mile, Port Moresby
Papua New Guinea

Ph + 675 324 4846 / 324 4700
Fax + 675 325 0870

OFFICE OF THE MANAGING DIRECTOR & CEO

Date: 12th August 2026

To: All Prospective Bidding Vendors

Subject: ISSUANCE OF REQUEST FOR QUOTATION (RFQ) ADDENDUM

RFQ Reference Number: NAC-PR-01/26

Subject: Supply and Service of Multi-Function Printers/Copiers for Nationwide Airports

Dear Sir / Madam,

1. Invitation to Bid

The National Airports Corporation (NAC) cordially invites qualified and legally registered printing solutions providers to submit their commercial and technical proposals for the supply, deployment, software configuration, and long-term maintenance of Multi-Function Printers (MFPs) across sixteen (16) designated provincial and international airport sites throughout Papua New Guinea.

2. Mandatory Submission Framework

To establish absolute transparency and ensure an objective, metric-driven evaluation process, all bidding entities are strictly required to populate and submit their proposals using the standardized format enclosed herein as **Appendix A: Mandatory Form of Quotation**. Proposals submitted without using the structured format of Appendix A, or those leaving mandatory pricing fields blank, will fail our preliminary responsiveness check and will be subject to disqualification without scoring.

3. Submission Deadlines and Compliance Parameters

Bidders must carefully review and adhere to the strict operational constraints outlined below:

- **Final Submission Deadline:** Friday, **4th September 2026, no later than 4:06 PM** Port Moresby local time.
- **Transmission Protocol:** Electronic submission only via email to **printer_rfq@nac.com.pg**.
- **File Size Constraints:** Total attachment sizes must remain under **10MB**. For bids exceeding this threshold, secure cloud storage links (e.g., OneDrive, Dropbox) must be explicitly provided within the body of the submission email.
- **Commercial Firmness:** All quoted unit rates and financial pricing options must remain firm and legally valid for a minimum duration of **90 calendar days** from the closing submission date.

4. Requests for Clarification and Site Information Data

Gateway to Pacific

To obtain detailed internal operational metrics—including exact printer counts allocated per site, current monthly printing volume historical metrics, baseline proximity card reader frequencies, and badge types utilized across NAC infrastructure—vendors may submit formal requests for information via email to **printer_rfq@nac.com.pg** with the subject line format: **"RFQ – Printer Supply & Service – Clarification Request"**.

We look forward to receiving a compliant, cost-effective, and operationally resilient bid that aligns with the high-reliability infrastructure standards of the National Airports Corporation.

Yours Faithfully,

A handwritten signature in black ink, appearing to read 'DK', is positioned above the printed name and title.

Dominic Kaumu, ML OBE
Acting Managing Director & CEO
National Airports Corporation