



IOM International Organization for Migration  
OIM Organisation Internationale pour les Migrations  
OIM Organización Internacional para las Migraciones

**REQUEST FOR QUOTATION (RFQ)  
AND  
GENERAL INSTRUCTION TO SUPPLIERS (GIS)**

To : Eligible Suppliers  
Project : IOM Emergency Response Programs in Nigeria  
Title of work : **Purchase of Carbonized Briquettes**  
Ref. No. : RFQ – NG30-1440  
Date : 17<sup>th</sup> December 2021

The International Organization for Migration (**IOM**) the United Nations Migration Agency is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of IOM Emergency Response Programs in Nigeria, IOM invites interested eligible suppliers to submit Quotations for the “**Purchase of Carbonized Briquettes**”

S/N	Items Description	Unit	QTY	
1.	Carbonized Briquettes (Cooking Energy). 30Kg per bag with Logo on the packaging bag (see attached TOR)	2000	Bag	

**Sample of the Briquettes will be requested**

The materials/Service listed above must be delivered to the IOM Warehouse in Maiduguri no later than 28<sup>th</sup> February 2022, Quote must be valid at least within thirty (30) calendar days from the date of quotation. Delivery timeline and payment terms should be clearly stated in the quotation.

For any clarification regarding this the Project, please send requests for clarification to IOM Maiduguri Tender [iommaiduguritenders@iom.int](mailto:iommaiduguritenders@iom.int). not later 4:00 pm 28<sup>th</sup> December 2021.

Quotation should be submitted on or before **04:00 pm on 31<sup>st</sup> December 2021.**

Quotation must be submitted via the email below for this request  
Quotations shall be received only at IOM Maiduguri Bids email address  
[iommaiduguribids@iom.int](mailto:iommaiduguribids@iom.int). **Please mention RFQ number and Title on the subject “RFQ # \_\_\_\_\_ for \_\_\_\_\_ in the subject line”.**

Quotations shall be signed, stamped and scanned in colour.

IOM reserves the right to accept or reject any quotations, and to cancel the procurement process and reject all quotations at any time prior to award of Purchase Order or Contract, without thereby incurring any liability to the affected Contractor/s or any obligation to inform the affected Contractor/s of the ground for the IOM's action.

All vendors are required to quote, payment terms, bank detail, contact detail, delivery period.

The quotation should include the following as evaluation will be on the basis of these.

1. Payment terms
2. Delivery terms (IOM Maiduguri Office)
3. Delivery period
4. Bank details
5. Contact details
6. Quotation Validity

Very truly yours,

Procurement  
IOM Nigeria

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.