



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

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

To : Eligible Suppliers
 Project : IOM Emergency Response Programs in Nigeria
 Title of work : Supply of Food Items/Cleaning Items for Humanitarian Hubs
 RFQ : RFQ-MAID -19-0100
 Date : February 11th , 2020

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 “Supply of beverages for Red Roof.” as detailed in the price schedule.

| Item No. | Item Description | Unit | Qty |
|----------|---|------|-----|
| 1 | Supply of Food Items/Cleaning Items for Humanitarian Hubs | Ls | 1 |

With this RFQ is the GIS which include the Instructions to Suppliers, Technical Specifications and administrative requirements that Suppliers will need to follow in order to prepare and submit their quotation for consideration by IOM.

In order for suppliers to be eligible to request for bidding documents (RFQ), suppliers are to submit the below listed documents to procurementmaiduguri@iom.int as pre-qualification.

CAC Certification

Tax Clearance Certificate (FIRS)

Registered Office Address and Contacts

List of Previous experience with supporting documents

Bank Statement (for the last 6 months)

(Please make sure all attachments do not exceed 8M size, as it will not be delivered to above email)

Final date for request of bidding document is 17th February 2020, documents can be requested Monday to Friday from 8.00am to 16.00pm.

For any clarification regarding this the Project, please send requests for clarification to procurementmaiduguri@iom.int, not later 16:00 Hrs on **18th February 2020**.

International Organization for Migration (IOM)

IOM Maiduguri Sub-Office

No. 4, Gombole, Giwa Barrack Road, Opp.

Capital Primary School, Maiduguri, Borno State.

*Quotation must be submitted in a sealed envelope and shall be addressed to IOM Maiduguri Sub-Office at "No. 4, Gombole, Giwa Barrack Road, Opp. Capital Primary School, Maiduguri, Borno State". to the above address on or before **21st February 2020, 2:00Pm local time**. Late Quotations will not be accepted*

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.

Very truly yours,

Procurement Team

IOM Nigeria