

## **REQUEST FOR QUOTATION (RFQ)**

De	ear Sir/Madam:	Project Code/ I.D.:						
Su	bject: Request for	Quotation						
1.	The War Child Canada office is pleased to invite you to submit a quotation for the supply of [goods/works/services] described below.							
2.	We would appreciate receiving your quotation on $\frac{4^{th} \text{ June 2021 is the deadline.}}{4^{th} \text{ June 2021 is the deadline.}}$ Please specify above goods/ Materials and reference number on your quotation.							
3.	Any requests for clarification should be referred to:							
	Contact Person	:						
	Office /Address	:						
	Telephone	:						
	F-Mail							

ltem	Description	Unit	Quantities	Unit Price	Total cost	Suppliers Address
1	VHF Radios DP4801	PCS	4			
2						
3						
4						
5						
6						
7						

War Child Canada office evaluates the quotations based on best value, i.e. best quality and cost-effectiveness of the proposed offers.

Prepared by: