



Request for Quotation

Installation and training on QuickBooks

The Rescue Mission (TERM) is a non-political, non-profit youth lead organization duly registered in 2017 by the Relief and Rehabilitation Commission as a NNGO with registration NO 1051. TERM focuses on community development & programming to ensure empowered & viable generations that works to build a suffering free society

TERM is currently sourcing for experienced, legal and licensed companies/firms to send quotation for the installation of quick books and associated cost including training as stipulated below

S/NO	Item	Quantity	Unit cost	Total USD
1	Installation and setup of latest version of QuickBooks for 4 users	1		
2	Training of users on QuickBooks	4		
	Grand Total			

In your proposal/quote include the following.

1. Necessary technical specifications and other requirements related to the process.
2. Quote validity and payment terms/means of payment.
3. Delivery period of the above services
4. Attached all legal documents including past experience, registration certificate, tax clearance, license as QuickBooks authorized dealer/reseller.
5. Validity of quote and delivery period/time.
6. Indicate the mode of training and support to be offered to ensure the staff get to know how to uses the software.
7. Any other details deemed necessary

Interested service providers are to send email quotes to TERM using the following email address:

procurement@rescuemission.org.ss cc info@rescuemission.org.ss

Dateline for submission of quotes/proposal is **October 4, 2021**.

