



Head office, Juba, Munuki Block C opposite Suk Libya, Contacts 0929226564,
Email: narrative.hub2@gmail.com

Procurement Number: NH/RRF001/2022			
Date: 22.07.2022 REQUEST FOR BIDS			
Head office	Juba, Munuki Block C opposite suk Libya	This is just a request for bids, not an order. Please reply promptly.	
Point of contact	Joseph Owiro		
Address	Munuki block C		
phone	0928579009		
Email	owirojoe222@gmail.com		
Date	27/7/2022		
To be completed by supplier			
Supplier:			
Name of the supplier		Mobile	
Address		Phone	
		Email	
Date of offer		Validity of offer	

S/ No	Item descriptions	Unit	Quantity	Rate	Amount in (USD)
1	Cotton cloth, for reusable pads (45m)	Roll	17		
2	Polythene cavera for reusable pads (45m)	Roll	14		
3	Cotton cloth, for reusable pads outer cover (45m)	Roll	17		
4	Press buttons	Packet	10		
5	Button pressing machine	Pieces	10		
6	Sewing needle	box	5		
7	Pair of cheesier	box	4		
8	Sewing thread	Packet	30		
				Sub total	
				VAT if applicable	
				Total	

Terms of payment:		Delivery time:	
Currency of Bids Quotation:			
Point of Contact Supplier:			Stamp of company
Name:			
Position:			
Signature:			

Quotation Requirement:

- Detailed specification of goods, service or works requested.
- All prices must be provided in United States Dollars, inclusive of any applicable taxes. Date of bids must be clearly indicated.
- Validity of bids Quotes must be indicated preferably 90 days or longer. Lead time necessary to deliver all items should be indicated clearly.
- Terms of delivery (Delivery shall be made to any Narrative Hub requesting office). Terms of payment should be indicated clearly.
- All bids must be stamped and signed including the request for bids.
- Payment account details including bank name, name of the account owner, account number, account currency.
- Name of primary contact person, including telephone number and email address.

Terms and conditions:

- Narrative Hub accepts no responsibility and is under no obligation to reimburse applicants for the costs associated with preparation of their bid.
- Narrative Hub reserves the right to award the most qualified service provider (contractor) regardless of the lowest price submitted.
- Narrative Hub shall only make payment upon delivery and verification of the services/items.
- Narrative Hub reserves the right to award to more than one bidder or to reject all applicants and cancel the solicitation at any time.
- **Narrative Hub reserves the right to close the tender before the stipulated dateline if all bids have been received or in case no response is received within the first 4 days.**

Submission Requirement:

- Bids should be submitted to **Narrative Hub office through the contact person in the above address** in a sealed envelope clearly marked with supplier's name and procurement reference **NH/RRF001/2022.**
- Any Bids must be submitted by **11.08.2022.** **Bids submitted after the dateline shall not be considered.**
- Soliciting or canvassing for favors from any Narrative Hub staff to manipulate the procurement process shall lead to automatic disqualification.