



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

To : Eligible Suppliers
Project : IOM Emergency Response Programs in Nigeria
Title of work : **Diesel Supplies for Field Humanitarian Hub (Bama, Banki, Damasak, Gwoza, Monguno, Ngala).**
Ref. No. : RFQ-NG30-22-0451
Date : 1st June 2022

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 “**Diesel Supplies for Field Humanitarian Hub (Bama, Banki, Damasak, Gwoza, Monguno, Ngala).**”

S/N	Items Description	Unit	Qty	Remark
1.	Diesel (AGO) Supply to Bama Hub 2000L to be delivered to location per week –	Liters	16,000	
2.	Diesel (AGO) Supply to Banki Hub 2000L to be delivered to location per week –	Liters	16,000	
3.	Diesel (AGO) Supply to Damasak Hub 2000L to be delivered to location per week –	Liters	16,000	
4.	Diesel (AGO) Supply to Gwoza Hub 2000L to be delivered to location per week –	Liters	16,000	
5.	Diesel (AGO) Supply to Monguno Hub 2000L to be delivered to location per week –	Liters	16,000	
6.	Diesel (AGO) Supply to Ngala Hub 2000L to be delivered to location per week –	Liters	16,000	

Quotation must be valid at least thirty (30) days from the date of submission.

For any clarification regarding this the Project, please send requests for clarification to iommaiduguritenders@iom.int not later than 4:00, 8th June 2022.

Deadline for submission of Quotation is 4:00pm, 14th June 2022.

Quotations shall be received only at iommaiduguribids@iom.int email address. Please mention RFQ number and Title on the subject "RFQ # _____ for _____ in the subject line".

Quotations shall be bidder's letterhead, 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.

The quotation should include:

1. Payment terms.
2. Delivery terms. (Delivery will be in this order, 2,000 litres on a weekly basis to each of the six (6) Humanitarian Hubs in these Locations (Bama, Banki, Damasak, Gwoza, Monguno and Ngala in Borno) due to
3. Delivery period & full Quantity
4. Bank details.
5. Contact details.
6. Quotation Validity

Note: It is recommended that Selected Vendor reserves/Stores the total requested quantity immediately after award to avoid eminent scarcity that may arise after award have been issued.

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.