



IOM International Organization for Migration
 OIM Organisation Internationale pour les Migrations
 OIM Organización Internacional para las Migraciones
[\[insert Mission Address\]](#)

REQUEST FOR QUOTATIONS (RFQ) AND GENERAL INSTRUCTION TO SUPPLIERS (GIS)¹

To : PROSPECTIVE VENDORS
 Project:
 Ref. No.: NG20-22-RFQ_Diesel_MAY_2022 (LAGOS & BENIN LOCATION)
 Date : 4th May, 2022

The International Organization for Migration (**IOM**) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of, *the* IOM invites interested eligible Suppliers to submit Quotations for Office diesel Requirements.

No.	Description	Unit Measure	Qty	Location
1	DIESEL NEED	Liter	12700	Lagos-1 Isaac John GRA, IKEJA, Lagos
2	DIESEL NEED	Liter	5600	Benin City- 3 Aideyan Street GRA Off Ihama Road, Benin City

The quotation should be valid at least within thirty (30) calendar days from the date of quotation submission with relevant price validity term. Delivery timelines and Payment terms should be clearly stated in the quotation.

Quotations shall be submitted on or before 12noon, on **7th May, 2022** to iomlagostenders@iom.int. Quotations not submitted before the stipulated time will not be accepted.

IOM reserves the right to accept or reject any quotation, and to cancel the procurement process and reject all quotations at any time prior to award of Purchase Order, without thereby incurring any liability to the affected Supplier/s or any obligation to inform the affected Supplier/s of the ground for IOM's action.

The quotation must be signed and stamped and should include:

- Price schedule/ Quotation form;
- Payment terms; (We encourage payment 21 days after delivery)
- Bank details;

- Delivery Period

Very truly yours,
Iomlagostenders@iom.int
Procurement Staff/Focal Point

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.