

*In reply please refer to: NIGERIA/CSU/DDM/08/2024
Prière de rappeler la référence*

13 August 2024

Dear Prospective Bidder,

**Request for Proposals (RFPs) - Accounting Services for the Direct Disbursement Mechanism (DDM), WHO Nigeria
RFP NO: NIGERIA/CSU/DDM/08/2024**

You are invited to submit a proposal for the above subject services for the World Health Organization (WHO) Country Office in Nigeria. The key timelines for this RFP are:

- 1) Prospective Bidders are to submit their intention to bid no later than 21 August 2024 16:00 hours Abuja/Nigeria time, by submitting duly completed and signed Annex 1 and Annex 2 Forms, through the email address afwcongbids@who.int
- 2) Proposals must be submitted EXCLUSIVELY via afwcongbids@who.int as specified under Section 4.7 and Section 4.8 in the RFP document.
- 3) The closing date for submission of bids is 05 September 2024 16:00 hours, Abuja/Nigeria time.
- 4) A prospective bidder requiring any clarification on technical, contractual or commercial matters may notify WHO via email, afwcongbids@who.int (use subject: Bid Ref NIGERIA/CSU/DDM/08/2024) no later than 26 August 2024 16:00 hours, Abuja/Nigeria time.

The WHO Nigeria Procurement team will respond in writing (via email only) to any request for clarification from the Bidders. A consolidated document of WHO's response to all questions (including an explanation of the query but without identifying the source of enquiry) will be sent by 27 August 2024, to all prospective bidders who have submitted Annex 1 and Annex 2.

Evaluation of proposals and selection of vendors will be performed in accordance with the Request of Proposals.

Yours Sincerely

Procurement Unit
WHO Country Office in Nigeria

