



TENDER ANNOUNCEMENT ON THE UN WEBSITE

Date *[Date published on the website]*

20 January 2025

Item *[Please spell-out goods, civil works and services to be procured .No abbreviation or acronyms]*

Request for Quotation (RFQ) for provision of furniture and office equipment for the One Stop Service Center (OSSC) in An Giang province, Viet Nam

(Reference No: UNFPA/VNM/RFQ/25/01)

Description *[background information, organization/ project information, purpose(s) etc. Maximum 250 words]*

United Nations Population Fund (UNFPA) Viet Nam hereby solicits your quotation for the supply of furniture and office equipment for the OSSC in An Giang province, Viet Nam. This bidding process is open to all legally-constituted companies that can provide the requested goods/services and have legal capacity to deliver in Viet Nam.

- **Lot 1: Furniture**
- **Lot 2: Kitchenware**
- **Lot 3: Electronic Equipment**
- **Lot 4: IT and Camera Equipment**

Your company/organization is kindly invited to submit your best offer for the requested equipment.

Attachment *[including clean final version without track changes of all related document/materials e.g. solicitation documents : specifications, TOR, ITB, RFP etc. Ideally converted into pdf to avoid further modifications. Except downloadable forms]*

More details can be found in the Solicitation Document published on the United Nations Global Marketplace (UNGM) at <https://www.ungm.org/Public/Notice/257405>

Instructions for quotation submission:

If you are interested in submitting a quotation for the requested goods and services, kindly send the following by email to the UNFPA Viet Nam's secured email address vbidtender@unfpa.org

- *A filled, signed and stamped Quotation Form*
- *A filled Product Overview Form*
- *Pictures of the quoted items*
- *Your company's registration papers*
- *A signed and stamped Supplier Form along with a bank account certificate*

Deadline for Submissions *[Clearly indicate time and date]*

10h00 (Hanoi Time, GMT+7) on Monday 27 January 2025