



Ref No:LY21-324

Date: 08-12-2021

**REQUEST FOR QUOTATION (RFQ)<sup>1</sup>**  
**Printing of booklets for awareness raising on COVID-19 and vaccination**

Dear Mr./Ms. \_\_\_\_\_:

Please submit your best quotation in USD for the items listed below:

Item No.	Description	Qty	Unit
1	booklet - 8 pages English 4 A4 folded sheets, glossy 170g.	9500	EA
2	booklet - 8 pages Arabic 4 A4 folded sheets, glossy 170g.	9500	EA
3	booklet - 8 pages English 4 A4 folded sheets, glossy 170g.	1000	EA
4	booklet - 8 pages Arabic 4 A4 folded sheets, glossy 170g.	1000	EA
5	booklet - 8 pages English 4 A4 folded sheets, glossy 170g.	1500	EA
6	booklet - 8 pages Arabic 4 A4 folded sheets, glossy 170g.	1500	EA
7	booklet - 8 pages English 4 A4 folded sheets, glossy 170g.	1000	EA
8	booklet - 8 pages Arabic 4 A4 folded sheets, glossy 170g.	8000	EA

Location	Arabic	English	TOTAL
Janzour office	2,500.00	2,000.00	4,500.00
Hai Alandalus office	2,000.00	2,500.00	4,500.00
Zintan	500.00	500.00	1,000.00
Derj	500.00	500.00	1,000.00
Zwara	750.00	750.00	1,500.00
Bani Walid	750.00	750.00	1,500.00
Sebha	2,000.00	2,000.00	4,000.00
Benghazi	3,000.00	3,000.00	6,000.00
Ejdabia	8,000.00	1,000.00	9,000.00
	20,000.00	13,000.00	33,000.00

All prices to be quoted must be in USD and include the delivery to the above mentioned (9) locations. Offers should be valid at least within thirty (30) calendar days from the date of quotation.

Kindly send an advance copy of your duly signed quotation via email: [iomlibyaproposal@iom.int](mailto:iomlibyaproposal@iom.int) on or before **12 December 2021**.

<sup>1</sup> For use in procurement of very simple goods, works and services.

Evaluation of Quotations:

IOM shall evaluate and compare the Quotations based on the following:

- 1- Eligibility Evaluation -Company should provide full set of company's documents as valid licenses, registration documents, company bank account ,and fill the attached vendor information sheet (VIS)
- 2- Delivery Time
- 3- Prices- Best price
- 4- If selected a physical sample will be requested before bulk printing.

Thank you.

Very truly yours,

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.