



**Invitation to National competitive bid
For the procurement of Different types stationary
Materials through Master Frame Agreement (MFA)**

Floating date: - AS OF December 19, 2017

Opening date: - January 12, 2018

RFQ No. 3615279

REQUIREMENTS

- Ethio telecom invites all interested and eligible bidders by this **National Competitive Bid** for the procurement of **different type's stationary Materials with RFQ No. 3615279** to sign a Master Frame Agreement for one year with possible extension up to three years with the finally awarded bidder(s).

The bid remains floating **from December 19, 2017 to Jan. 11, 2018.**

NO.	Items Description	UOM	Qty.	RFQ No.	Bid Security amount	Floating Period
1	Correcting fluid white	Each	5000	3615279	20,000.00	December 19, 2017 to January 11, 2018
2	Plastic file with clips	Each	17000			
3	Ink for stamp pad	Each	1000			
4	Stamp pad	Each	500			
5	Ruler 30cm	Each	1000			
7	Writing pad large	Pad	8500			
8	Writing pad medium	Pad	12000			
9	Writing pad small	Pad	18000			
10	Red pen	Each	50000			
11	Staples big 23/12	Package	7500			
12	File with clips	Each	36000			
13	Ruler 50cm	Each	1000			
14	Envelop Posta white headed (ethio telecom)	Pieces	40000			
15	Branded envelop A5 size suitable A5 invitation card full colored digital print	Pieces	30000			
16	Kaki Posta headed	Pieces	50000			
17	Kaki Posta headed	Pieces	30000			

Bid documents can be obtained from ethio telecom Head Office, Room No. 201 during office hours upon payment of a non-refundable fee of Birr **100.00 (Birr One Hundred only)**.

- All interested bidders are expected to fulfill the requirements stated here below:

- Bid Security;
- Availability of Letter of Authorization to sign the bid offers;

- c) Bidders should have a valid and renewed trade license for the year (for local bidders);
 - d) Bidders should have VAT registration certificate (for local bidders);
 - e) Tax Clearance Certificate (for local bidders);
 - f) Anti-bribery pledge form
 - g) Other requirements of the bidding document
3. All Bids must be accompanied by a bid security in the amount of Birr **20,000.00** (Birr Fifty Thousand only).
- 3.1. The bid bond shall be furnished in one of the following forms:-
- a) Certified Cheque /CPO issued by a recognized domestic bank or
 - b) Bond issued by and/or confirmed through a recognized/reputable domestic bank.
 - c) Cash Deposit Advise (if the amount is up to Birr 20,000.00)

The Bank that issues the bond as per 3.1 (b) here above shall **unequivocally guarantee to pay the purchaser immediately upon the first written demand of payment**. The Purchaser's written demand of payment shall not be subject to any condition whatsoever.

3.2. The bond issuing Bank shall clearly incorporate the content stated under Clause here above on the issued bond.

3.3. Sealed bids marked as: **"Tender for the Supply of different types of stationary materials with RFQ No. 3615279"**, and be addressed to:

**Ethio telecom,
Churchill Road
Head Quarter
Sourcing and Facilities Division
2nd Floor, Room No.211,
P. O. Box 1047, Addis Ababa, Ethiopia.**

Bid proposal will be received at the **Churchill Road, Head Quarter 2nd Floor, Room No.211, before or on Jan. 11, 2018 until 5:00 P.M.** Bids presented by any bidder after the closing date and time shall not be accepted.

4. Bids received in time and fulfilling the other formalities shall be opened in the presence of interested bidders or their legal representatives on **Jan 12, 2018 at 10:00 A.M, at Churchill Road, Head Quarter 2nd Floor, Room No.208.**
5. Partial bid is **Allowed.**
6. Bidders are seriously advised to read and comply with the instructions provided in this bidding document.
7. No one is allowed to duplicate or transfer the bidding document that she/he acquired to participate under this invitation. Legally authorized agents shall collect the bidding documents for each principal they are representing.
8. Ethio telecom reserves the right to reject all or parts of this bid.