



NATIONAL CALL FOR TENDER
for the award of (a) one-year framework contract(s)
T/Stationery/ERBIL/04-02-2014/001

ACTED (Agency for Technical Cooperation and Development), is inviting suppliers of Stationaries to submit offers for each batch for the following stationery:

Batch	Description	Qty	INCOTERMS/ Delivery point	Delivery deadline
1	Stationery	Upon Request	DDP ACTED Erbil Office	Two days after request

The tender will be conducted using ACTED standard bidding documents, open to all qualified suppliers and service providers. The Bidding Documents (in English) may be collected free of charge by all interested bidders at the following address(es):

ACTED representative office in Erbil
 6th Street at the right after Ainkawa checkpoint, House number 240/1/71/
 Ainkawa, Erbil, Kurdistan, Iraq

Or can be downloaded from the ACTED website at www.acted.org under the section "tender"

A pre-tender information session will be organized **on Monday February 10th at 12h** in ACTED representative office in Erbil; 6th Street at the right after Ainkawa checkpoint, House number 240/1/71/, Ainkawa, Erbil, Kurdistan, Iraq. . Participation of interested bidders to the information session is preferable but not compulsory.

All bids must be submitted before **February 16th at 12h00** at the address (es) mentioned above in a sealed envelope or by E-mail at iraq.tender@acted.org, Cc tender@acted.org. Late Bids will be automatically rejected.

ACTED will not be responsible for any costs or expenses incurred by the Bidders in connection with the preparation and submission of their bids to ACTED.

A tender opening session will take place on **February 16th at 12h00** in the ACTED representative office in Erbil; 6th Street at the right after Ainkawa checkpoint, House number 240/1/71/, Ainkawa, Erbil, Kurdistan, Iraq. The presence of bidders' representative is allowed. For all inquiries regarding this tender, please contact the ACTED representative office in Erbil not later than February 15th at 5 pm, by E-mail at iraq.tender@acted.org, Cc tender@acted.org.