

Dear bidder,

Norwegian Refugee Council (NRC) welcomes you to the tender notification of 244525, Basra impact assessment.

NRC is an independent, humanitarian, non-profit, non-governmental organisation, which provides assistance, protection and durable solutions to refugees and internally displaced persons worldwide.

NRC promotes and protects the rights of people who have been forced to flee their countries, or their homes within their countries. It is the only Norwegian organisation that specializes in international efforts aimed at this target group.

The Norwegian Refugee Council (NRC) Office in Iraq invites eligible and interested suppliers to participate in the provision of 'Consultancy to undertake impact assessment of Sustainable livelihoods through small business development and job placement in Basra Project's services in IRAQ, ref. Number IRAQ/ITB/2020/015.

If your company is interested in participating in the tender it requires online registration in the web-based eSourcing system CTM. It is free to register as a user in the system, and once the company is created, you will obtain access to all of the current and future tenders notifications implemented by NRC through the system.

After registration, you get access to all tender package, For registration instructions, please follow the link https://norwegianrefugeecouncil-my.sharepoint.com/:b/g/personal/zhala_jaff_nrc_no/Eatm8G3c1XlUuMBE-xdjSVMBvs0fYHnadBzz11-PL5_BLQ?e=cR4EoH

PARTICIPATION:

Follow the below instructions when you want to participate in one of NRC's tender procedures:

Log into the system, read the access conditions, and click **Accept**. Be aware that when you click accept, you have not submitted bid response, but have just accepted that you have been given access to the tender package.

By accepting you will get access to all the relevant material and you will be able to download them.

Please note that the last date for submission is by **19/07/2020** . Otherwise, your application to participate in the tender will not be accepted by the NRC.

Offers must be submitted through the eSourcing system, and before the tender deadline expires. It will not be possible to submit your bid after the deadline or outside the eSourcing system.

PROCESS:

The bidding process is "Open Bidding – 2 Envelopes". The bid responses will be received in 2 envelopes (1 technical and 1 commercial) and evaluation will be done accordingly.

For participation in the tender, bidders should submit their technical and commercial proposals separately , by including all the relevant and necessary documents which indicated in ITB.

Only suppliers who provide complete offers in 2 envelopes (Envelope 1 – Technical Documents) and (Envelope 2 – Quotation/ Financial Documents) will be evaluated.

The last date for submission is by 19/07/2020 .

BID ACCEPTANCE:

NRC reserves the right to accept the whole or part of supplier's bid.

NRC may, at its discretion, extend the deadline for submission of the bids, by notifying prospective suppliers in writing through the eSourcing system.

NRC is not bound to select any of the suppliers who submitted bids and does not bind itself to select lowest price offer. The Contract will be rewarded to the supplier considered most responsive to the needs and most conforming to NRC general principles, including economy, efficiency and best value for money.

OTHER INFORMATION:

All correspondence between potential bidders and NRC is through the system.

Please note that both the NRC's and the bidder's actions are logged in the system for audit purposes.

For technical questions about the system, please contact ig.procurement@nrc.no

Sincerely,

NRC Procurement Department