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| From: | Anan Kponton<br>Procurement Services, CSS | E-mail: akponton@intracen.org<br>Direct Tel No.: +41 22 730 0224 |
| Date: | 16/04/2026                                | Page 1/1                                                         |

Subject: **RFQ 2026 28 AK Marketing & Promotion Campaigns for Consumer goods in Iraq**

The International Trade Centre (ITC), a joint subsidiary organ of the United Nations and the World Trade Organization, hereby invites your company to submit a Proposal for Services in accordance with the attached Terms Of Reference (Annex A). If your company is interested in participating in this tender, please promptly register on [www.ungm.org](http://www.ungm.org) to access the full set of documents and submit your proposal and quotation with duty-free price for the United Nations via **UNGM/InTend portal** ([www.ungm.org](http://www.ungm.org)) **by 27/05/2026 23h59 PM Switzerland Time.**

**Form of Quotation:**

- A) Your Proposal/Quotation should include  
All the documents requested and a firm price offer indicating the currency to cover all costs associated with the services specified in the attached Terms of Reference (**Annex A**).
- B) Payment terms:  
The ITC/United Nations prefers to pay the full amount NET 30 days after the delivery of services or goods. The ITC will pay you through a bank transfer and upon presentation of invoice to be sent by email to [Payments@intracen.org](mailto:Payments@intracen.org).
- C) Acceptance of your Quotation: Upon receipt, your quotation will be examined and you will be advised as promptly as possible as to its acceptability. Any contract subsequently arranged would be subject to the relevant provisions of the UN's General Conditions of Contract (GCC) for the provision of goods, services or both as applicable (<https://www.un.org/Depts/ptd/about-us/conditions-contract>). Vendor should state their acceptance of UN GCC in their offer or risk the rejection of their offer by ITC.
- D) Confidentiality: The information concerning this Request for Quotation, including its Terms of Reference is confidential, privileged and must not be disclosed to others. Please do not copy or submit this Request for Quotation to others, without the prior written consent of the ITC Procurement Services (PS). Do not submit a copy of your Quotation to others, only directly and exclusively to our Procurement Services in Geneva.
- E) United Nations Global Marketplace (UNGM) registration: Any vendor must be registered in UNGM ([www.ungm.org](http://www.ungm.org)). If your company is selected and is not yet registered, please keep in mind that you must do so for us to be able to issue a purchase order.
- F) Additional information: Should you need any additional information concerning this Request for Quotation, please request it via **UNGM/InTend portal** ([www.ungm.org](http://www.ungm.org)) **no later 3 May 2026.**
- G) Thank you in advance for your cooperation and prompt reply.

Anan Kponton  
Procurement Services, CSS



Signed: Mr. P. Taki, Head Procurement Services