

## **UNITED NATIONS CHILDREN'S FUND (UNICEF)**

### **REQUEST FOR PROPOSAL FOR SERVICES**

#### **WASTAGE RATE STUDY AS PER ATTACHED TOR**

**LRPS-2024-9193668**

**UNITED NATIONS CHILDREN'S FUND (UNICEF) Wishes to invite you to submit a proposal for Proposals SHOULD BE SENT TO:**

UNICEF Nigeria official electronic bid box at below email address: [ngrsupply@unicef.org](mailto:ngrsupply@unicef.org)

Attention: Supply and Logistics Section

### **IMPORTANT ESSENTIAL INFORMATION**

The reference LRPS\_9193668 MUST be shown on the subject line of your proposal.

For monitoring bid distribution and response, invitees who do not intend to participate in the bid are kindly requested to reply to the invitation email expressing their unwillingness.

**THE LRPS FORM MUST BE USED WHEN REPLYING TO THIS INVITATION. FAILURE TO SUBMIT YOUR OFFER IN THE ATTACHED ITB FORM, OR FAILURE TO COMPLETE THE DETAILS AS REQUESTED, WILL RESULT IN INVALIDATION.**

**Proposals MUST be received by latest by 12:30 hours Nigeria local time on 08.11.2024.**

Proposals received after the stipulated date and time will be invalidated.

Two separate proposals should be sent in two separate e-mails, one for the Technical proposal and the other for Financial proposal.

Vendors are encouraged to send their e-mail Bid at least 24 hours before the designated closing time to avoid any potential delay in the submission and hence, consequent rejection.

Please note that your emails should not exceed 15 MB. You can submit more than one email, but please label each email correctly (1 of 5, 2 of 5 # etc.)

### **(PART I) - PURPOSE OF THIS REQUEST FOR PROPOSALS FOR SERVICES**

#### **(1) Background**

(1.1) UNICEF promotes the rights and wellbeing of every child, in everything we do. Together with our partners, we work in 190 countries and territories to translate that commitment into practical action, focusing special effort on reaching the most vulnerable and excluded children, to the benefit of all children, everywhere.

## **(2) Solicitation**

(2.1) The purpose of this Request for Proposals for Services ("RFPS") is to invite proposals for contract to facilitate and support the wastage rate study Project Management Team (PMT) comprising of NPHCDA, NBS, UNICEF, WHO, CHAI, and other NLWG members and stakeholders. The successful entity shall coordinate and manage the field data collection, collation/compilation and provide secretariat support for the PMT during the conduct of the wastage rate study as fully detailed in the attached Terms of Reference (ToR).

(2.2) This RFPS document is comprised of the following:

- This document
- The UNICEF General Terms and Conditions of Contract (Services) which are attached as

Annex A to this document

- [The full Terms of Reference attached at Annex B]

(2.3) This RFPS is an invitation to treat and shall not be construed as an offer capable of being accepted or as creating any contractual, other legal or restitutionary rights. No binding contract, including a process contract or other understanding or arrangement, will exist between the Proposer and UNICEF and nothing in or in connection with this RFPS shall give rise to any liability on the part of UNICEF unless and until a contract is signed by UNICEF and the successful Proposer.

## **PART II – PROPOSAL SUBMISSION PROCESS**

### **(1) Proposal Submission Schedule**

(1.1) Acknowledgement of receipt of RFPS. Proposers are requested to inform UNICEF as soon as possible by EMAIL to Stanley Omobude | Philip Sule | Benjamin Idoko Makolo | Diana Chikuwa at [somobude@unicef.org](mailto:somobude@unicef.org) | [psule@unicef.org](mailto:psule@unicef.org) | [bmakolo@unicef.org](mailto:bmakolo@unicef.org) | [dchikuwa@unicef.org](mailto:dchikuwa@unicef.org) that they have received this RFPS.

All proposals shall be submitted to [ngrsupply@unicef.org](mailto:ngrsupply@unicef.org)

**IMPORTANT: PROPOSALS ARE NOT TO BE SENT TO THE INDIVIDUAL STATED ABOVE -**