

REQUEST FOR EXPRESSION OF INTEREST (REOI) For Prequalification of Printing Services in Bangladesh

The United Nations Children's Fund (UNICEF) invites Express of Interest for the pre-qualification of vendors for Printing Services as part of UNICEF supported programmes and operations in Bangladesh.

ELIGIBILITY REQUIREMENTS:

- This REOI for Prequalification is open to all companies registered and having a valid license to operate in Bangladesh
- To become eligible the candidates shall demonstrate to have: Active business experience in providing printing services for 5 years and more
- Offset Lithography Printers will be assessed and qualified for registration on the following criteria;
 - a) Completeness of valid documents submitted as required in the Questionnaire;
 - b) Individual assessment of printing companies – registration, experience, turnover etc.
 - c) Adequate printing machines, type of machines, binding equipment, lamination, UV Vernish;
 - d) Adequate printing premises;
 - e) Adequate packing, storage and warehouse facilities/capacity;
 - f) Proven ability to handle both small and large orders;
 - g) Proven ability to produce high quality work, and work effectively under pressure;
 - h) Capabilities to communicate fluently both in written and verbal English;
 - i) Established quality control mechanisms.

THE PROCEDURE AND DEADLINE TO SUBMIT THE EOI:

- Interested company that meet the eligibility requirements are encouraged to download and review the expression of interest for “Prequalification form for Printing Services” available at the following web link: <https://www.unicef.org/bangladesh/en/supply-and-logistics> or to contact UNICEF Supply Section at the email: supplybangladesh@unicef.org
- The Expression of Interest with completed documents should be emailed to eoibangladesh@UNICEF.org, by: Thursday, 16 August, 2022
- Submissions received late may be rejected

PLEASE NOTE FOLLOWING POINTS:

- This REOI does not constitute a solicitation. We do not require bids or proposals at this stage; we merely seek your Expression of Interest in participating in future tenders
- A response to this Request for Expression of Interest does not automatically ensure that you will be selected to participate in the tender
- UNICEF reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. UNICEF also reserves the right to require compliance with additional conditions as and when issuing the final tender document or to reject any/all EOI's without assigning any reasons whatsoever
- Existing UNICEF Bangladesh Suppliers who have participated in UNICEF invitation to bids in the past are also requested to renew their expression of interest & participate in this process
- If you have any additional question about this EOI, please send Queries to the email: supplybangladesh@unicef.org

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