

REQUEST FOR QUOTATION
LRQS 2025 9201515
November 26,2025.

UNITED NATIONS CHILDREN'S FUND

Wishes to invite interested Agencies to submit quotation for Event Management services for Organization of the UNICEF RMT meeting to be held in Podgorica Bar, Budva, Becici, Petrovac or Tivat from:

Option 1: 18-23 May, 2026.

Option 2: 25-30 May, 2026.

Request for Quotation LRFQ 2025 9201515 must be fully completed, signed, and returned to the UNICEF to the following e-mail address: apopivoda@unicef.org and fdzafic@unicef.org.

The reference LRFQ 2025 9201515 must be clearly indicated in the subject of the e-mail.

LRFQ will be evaluated based on the lowest acceptable offer meeting requested requirements.

Detailed specifications of requested services is attached to this document, Annex B.

Prices must be given in EUR and without tax as UN Agencies are tax exempt for the purchasing of goods and services.

Offers should be submitted for both defined time slots:

Option 1: 18-23 May, 2026.

Option 2: 25-30 May, 2026.

Validity Period: Proposals should be valid for a period of not less than one hundred and twenty (120) days after the Submission Deadline. A Proposal valid for a shorter period of time shall not be further considered.

Request for proposal for services form:

If your Company and its Management have not been found guilty pursuant to a final judgment or a final administrative decision of any of the items listed under the Declaration you should mark box YES.

If your Company and its Management have been found guilty pursuant to a final judgment or a final administrative decision of any of the items listed under the Declaration you should mark box NO.

Application must be received by December 1,2025, by 15:00hrs CET.

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

UNICEF is part of the United Nations Global Market place (UNGM). Accordingly, all bidders are encouraged to become UNICEF vendors by creating vendor profile in the UNGM website: www.ungm.org.