April 4, 2019
REQUEST FOR QUOTATION
LRFQ- 2020 - 9157404

UNITED NATIONS CHILDREN’S FUND
Wishes to invite interested companies to submit quotation for Printing promotional materials. Quotation form LRFQ-2020-9157404 must be completed, signed and returned to UNICEF along with the quotations in the attached excel file to the following e-mail address: fdzafic@unicef.org and apopivoda@unicef.org
The reference LRFQ-2020-9157404 "Printing promotional materials" must be indicated in the subject of the e-mails.
Prices must be given in EUR and without tax as UN Agencies are tax exempt for the purchasing of goods and services.
Due to emergency of this request quotation must be received by 14.00 hrs on April 8, 2020. Quotation 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 a UNICEF vendor by creating vendor profile in the UNGM website: www.ungm.org

Detailed specification:

1. Labels

Dimension: 25cm x 25cm (or approx.)
Design: White surface with UNICEF logo in cyan blue color including word "DONACIJA" in caps lock, Ariel Font. Font size of a word "DONACIJA" must be smaller than size of a UNICEF logo.
Quantity: 6,000 pcs

2. Leaflet

Dimension: A4 format
Paper: 135g kunstdruck MAT
Quantity:
Montenegrin language: 2,000 pcs
Albanian language: 2,000 pcs
Roma language: 2,000 pcs
Total: 6,000 pcs

3. Brochure

Dimension: A5 Format
Paper: 115g kunstdruck MAT
Print: 4/4
Binding: Saddle stitched
Quantity: 6,000 pcs