MERCY CORPS – INTENT TO BID

(Please don't send any bids or proposals with the Intent to Bid Form)

Country:	Nigeria
Office:	Abuja
Title of Procurement Activity:	Purchase of New Vehicles for NE-CORE & BEGE
Tender Reference Number:	NIG/ABV/TEN 91
Deadline for Submission:	16th January 2024 5:30pm

We intend to submit a bid or proposal in response to this solicitation upon receipt of the Request for Bid or Proposal with full instructions.

We understand that this is an Intent to Bid and in no way obligates this company to participate in this process. Also, this Intent to Bid does not constitute any transactional obligation between Mercy Corps and the intended bidders.

Please find below the relevant information required to receive the Request for Bid :

Organization Name	
Contact Person	
Main Telephone Number	
Alternative Telephone (if any)	
Business Email	

Business Address

House / Building Number	
Street	
City	
Country	

Mandatory questions and please indicate your preference (only select one response):

#	Questions	Answer (Please Circle)	
1	We intend to submit our bid or proposal via email. We request that the Request for Bid or Proposal document be provided via email.	Yes	No
2	We intend to submit our bid or proposal via Tender Box. We request that the Request for Bid or Proposal document be provided/collected as hardcopies/printouts.	Yes	No

We hereby express the organization's intention of participating in the competitive solicitation process.

Form completed by (Name and Title)	
Telephone Number/s:	
Signature (only if submitted in person):	
Date:	

Method of Submission:

Completed Intent to Bid Forms must be submitted to Mercy Corps in one of the below methods:
A. Email completed Intent to Bid Form to ng-tenders@mercycorps.org with the Tender Reference number in the email subject line.

B: Return completed Intent to Bid Form in person and place in the tender box at Mercy Corps Abuja office at: No. 166, Umar Dikko Street, Adjacent to Lake View Estate, Jabi - FCT Abuja.

For Internal use, only
Official Notes
(Only to be completed by the Head of Procurement, Mercy Corps)

Head of Procurement (Name and Title)	
Signature	
Date	