



HUMANITY GOALS DEVELOPMENT INITIATIVE (HGDI)

REQUEST FOR QUOTATION (RFQ)

Supply and Delivery of Hygiene Packages for the Thriving Adolescent Girls (TAG) Initiative

RFQ Reference: HGDI/TAG/RFQ/001/2026

Date Issued: 14th September, 2026

Submission Deadline: 21st September 2026

1. Background

Humanity Goals Development Initiative (HGDI) is implementing the Thriving Adolescent Girls (TAG) Initiative, a school-based sensitization and health-support programme for female students in selected public secondary schools in Bwari, Kuje and Kwali Area Councils, FCT Abuja.

As part of the initiative, HGDI intends to procure and distribute 1,000 individual hygiene packages to participating adolescent girls.

2. Required Hygiene Package

Suppliers are requested to provide 1,000 complete individual hygiene packages. Each package must contain:

Item	Quantity
Sanitary pads	1 pack
Bathing/Toilet soap	1
Small reusable opaque hygiene pouch	1

Product requirements:

- Sanitary pads must be new, sealed and suitable for adolescent girls.
- Soap must be new, sealed and suitable for personal hygiene.
- The pouch must be new, clean, opaque, reusable and suitable for discreet storage of personal hygiene products.

- Suppliers must state the brand/manufacturer, specifications, pack size and unit price of each item.

Branding: The hygiene pouches should be supplied plain and unbranded. HGDI will handle any branding separately.

3. Supplier Requirements

Interested suppliers should:

- Be legally registered and capable of supplying the requested items.
- Submit a detailed quotation showing unit prices and total cost.
- Provide complete product specifications and brand details.
- Quote for 1,000 complete packages, including delivery.
- Provide business name, address, contact person, telephone number and email address.
- State the expected delivery timeline.
- State the validity period of the quotation.
- Confirm acceptance of HGDI's payment terms.

4. Delivery

The selected supplier shall be responsible for procuring and delivering the complete order to a designated location within Abuja, FCT, as communicated by HGDI.

All items will be inspected and verified upon delivery.

5. Payment Terms

Payment will be made by HGDI after satisfactory delivery, inspection and acceptance of the complete order.

Suppliers must confirm acceptance of these payment terms in their quotation.

6. Evaluation Criteria

Quotations will be evaluated based on:

- Product quality and suitability
- Competitive pricing
- Completeness of the package
- Supplier capacity and reliability
- Delivery timeline
- Acceptance of payment terms

HGDI will select the quotation offering the best overall value, considering quality, suitability and cost.

7. Submission

Quotations should be submitted through the designated eTenders submission channel before the stated deadline.

For clarification:

Humanity Goals Development Initiative (HGDI)

Email: humanitygoalsdevinitiative45@gmail.com

Phone: +234 8135364957

HGDI reserves the right to accept or reject any quotation in accordance with its procurement procedures.