

Pre-qualification of Vendors to produce Communication and Visibility Materials

CARE International is an organization driven by its mission to overcome poverty and social injustice. CARE International in Sudan is part of CARE International, whose vision is a world of hope, tolerance, and social justice, where poverty has been overcome and people live with dignity and security. We are known worldwide for our unshakable commitment to people's dignity. CARE and partners contribute to empowering the most marginalized and vulnerable rural women and girls to exercise their rights.

Purpose:

CARE International in Sudan invites your submission of a tender for the pre-qualification of suppliers to provide communication and visibility materials. This will be done on the basis of a

Framework Agreement for Printing & Visibility Material for a period of 2 (two) years.

Scope of Work

- 1.1. Supply of Printing & Visibility Material as per request and stipulated time and according to set specifications and standards. This includes but is not limited to printed materials, tailored materials, audio and video.
- 1.2. The service provider will be expected to adhere to the following:
 - ☐ CARE Sudan will provide detailed specifications for the communication and visibility materials to be produced. The supply must adhere to these specifications. Any modification of the specifications needs to be agreed upon in writing.
 - ☐ CARE International in Sudan reserves the right to approve Printing & Visibility Material delivered to the offices.
 - ☐ The supplier needs to abide by the recommendations provided by the CARE Sudan Communication and Advocacy Manager.
 - ☐ CARE International in Sudan reserves the right to request the successful supplier and their staff to undergo a security and supplier vetting process.
 - ☐ Supply of Printing & Visibility Material will be rendered upon request by CARE International in Sudan
 - ☐ The contract will be entered into subject to the signing of the Contract by both parties.

Criteria

- Strong experience track record of development and delivery of communication and visibility materials.
- Demonstrated high level of professionalism and ability to provide the best quality compared to the price.
- Ability to work within the timeline stated in the contract.
- Ability to be timely and responsive in communicating with the hiring organization to meet the requirements.
- Adequate manpower and designers with experience and expertise to design, illustrate, format and ensure quality printing.

Payment Schedule:

Payment will be made after receiving all the materials requested and confirming they match the specified specifications and quality. No payment will be made if the materials received do not meet the agreed-upon standards and qualifications. No advance payment will be made.

Prepared By: Shakir Elhassan

Signature:

Signed by:
Shakir Elhassan
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Date:

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