



REQUEST FOR QUOTATIONS

RHHF/UNFPA/RFQ/Q4/001

21/11/2024

1. ABOUT RHHF

Royal Heritage Health foundation (RHHF) is a non-Governmental and not for profit Organization committed to creating a society where the poor and vulnerable have equal access to quality education, health, infrastructure and dignity of human person. RHHF is one of United Nations Population Fund (UNFPA) Implementing Partners (IPs) in executing projects in different parts of the country.

RHHF with funding from UNFPA is to Procure and distribute 3,220 customized female dignity kits including culturally appropriate dresses/clothes to the most vulnerable displaced women and girls and support the distribution of locally produced and packaged dignity kits in Borno State.

Dignity kit will serves as a major tool that can be used as an entry point to work with women and girls to identify the GBV risks, create awareness of the effects of GBV, and contribute to the psycho-social and physical well-being of women which helps women and girls preserve appropriate hygiene and feel relaxed in the community. The Local production and packaging of dignity kits will enable customization to suit the specific needs and cultural preferences of the target population. The kits provided will be culturally appropriate and address the unique challenges faced by women and girls in the local context. Also, the dignity kits will contain IEC on hygiene (translated into local languages) and Gender based violence preventive and response messages which will include where and how to access GBV response services.

RHHF is to engage a vendor(s) to supply the commodities needed for the locally assembled dignity kits.

2. OBJECTIVE

The objective of the RFQ is to identify a supplier who can provide RHHF with the above-mentioned commodities. The selected vendor is expected to provide such products, based on specific Purchase Orders submitted to the vendor.

3. Overview of Evaluation Process

Quotations will be evaluated based on the compliance with the specifications stated and the total cost of the products (price quote).

4. DELIVERY

All executed contracts shall be handed over to and verified with by the Procurement Department.

5. BRIBING

RHHF has zero tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to RHHF personnel.

Royal Heritage Health Foundation hereby solicits a quotation for provision of any of the following categories of commodities:

- **Dignity Kit Commodities Items**

ITEMS	QTY
Tooth Brush	6,097
Tooth Paste (140 grms)	6,097
Pants (3pieces)	6,097
Whistle(plastic)	6,097
Bucket (plastic 10 ltrs)	6,097
Shaving Stick (plastic)	6,097
Comb (plastic)	6,097
Bar Soap (2pieces)	6,097
Liquid soap(500mls)	6,097
Torch Light (Solar Powered)	6,097
Wrapper (Ankara 6 yards)	6,097
Vaseline (100 ml)	6,097
Reusable sanitary pads	6,097
Cotton Towel (Full Body)	6,097
Slippers	6,097
Detergents (wash powder)	6,097
Mat(plastic)	6,097

This Request for Quotation is open to all legally-constituted Vendors that can provide the requested commodities and services and have legal capacity to perform in the country, or through an authorized representative and can be sent via hardcopy to our Head Office at: **No 40, Ifesowapo Phase 1, Kilanko, Offa Garage Road, Ilorin, Kwara State or any of our Branch Office in Adamawa, Oyo, Lagos, Borno and Yobe States:**

Vendors who are of the opinion that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to Director of Administration via sadewoye@royalheritagehealthfoundation.org.

- **RHHF RESERVES THE RIGHTS TO SPLIT CONTRACT AWARD FOR THE SAKE OF MITIGATING DELIVERY RISKS.**
- **ALL QUOTATIONS THAT WILL BE CONSIDERED MUST BE SUBMITTED ON OR BEFORE 2PM 27th NOVEMBER OF 2024**

Name/ Date

Faith Taiye

The Procurement Unit,
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