

**OFFER FORM**  
**ACTED Tunisia/Libya**

Date:

Tender N°: T/14DGK/H76/BIL/BRC/VID/24-07-2018

**To be Filled by Bidder (COMPULSORY)****Details of Bidding Company:**

1. Company Name: ( \_\_\_\_\_ )
2. Company Authorized Representative Name: ( \_\_\_\_\_ )
3. Company Registration No: ( \_\_\_\_\_ )  
No/Country/ Ministry
4. Company Specialization: ( \_\_\_\_\_ )
5. Mailing Address: ( \_\_\_\_\_ )  
Country/Governorate./City/St name/Shop-Office No
  - a. Contact Numbers: (Land Line: \_\_\_\_\_ / Mobile No: \_\_\_\_\_ )
  - b. E-mail Address: ( \_\_\_\_\_ )

I undersigned \_\_\_\_\_, agree to provide ACTED, non-profit NGO, with items answering the following specifications, according to the general conditions and responsibilities that I engage myself to follow.

**PLEASE FILL IN THE FOLLOWING TABLES, ONE FOR EACH BATCH.**

BATCH 1: BILLBOARDS

Item n°	Service Specifications	Billboard Specifications	Location	Measuring Unit	Quantity	Unit Price USD All applicable taxes included	Total Price USD All applicable taxes included
1	Design and Printing	Double-sided (3m x 4m)	Benghazi	Per billboard	10		
2	Design and Printing	One-sided (3m x 8m)	Benghazi	Per billboard	2		
3	Design and Printing	Double-sided (3m x 4m)	Ajdabiya	Per billboard	8		
4	Installation and Rental Space	Double-sided (3m x 4m)	Bo'Atni area, Benghazi	Per month	3		
5	Installation and Rental Space	One-sided (3m x 8m)	Bo'Atni area, Benghazi	Per month	3		
6	Installation and Rental Space	Double-sided (3m x 4m)	Garyounis area, Benghazi	Per month	3		
7	Installation and Rental Space	One-sided (3m x 8m)	Garyounis area, Benghazi	Per month	3		
8	Installation and Rental Space	Double-sided (3m x 4m)	Guwarsha area, Benghazi	Per month	3		
9	Installation and Rental Space	One-sided (3m x 8m)	Guwarsha area, Benghazi	Per month	3		
10	Installation and Rental Space	Double-sided (3m x 4m)	Ganfouda area, Benghazi	Per month	3		
11	Installation and Rental Space	One-sided (3m x 8m)	Ganfouda area, Benghazi	Per month	3		



12	Installation and Rental Space	Double-sided (3m x 4m)	Al-Laiti area, Benghazi	Per month	3		
13	Installation and Rental Space	One-sided (3m x 8m)	Al-Laiti area, Benghazi	Per month	3		
14	Installation and Rental Space	Double-sided (3m x 4m)	Fwaihat area, Benghazi	Per month	3		
15	Installation and Rental Space	One-sided (3m x 8m)	Fwaihat area, Benghazi	Per month	3		
16	Installation and Rental Space	Double-sided (3m x 4m)	Selmani area, Benghazi	Per month	3		
17	Installation and Rental Space	One-sided (3m x 8m)	Selmani area, Benghazi	Per month	3		
18	Installation and Rental Space	Double-sided (3m x 4m)	Sidi Younis area, Benghazi	Per month	3		
19	Installation and Rental Space	One-sided (3m x 8m)	Sidi Younis area, Benghazi	Per month	3		
20	Installation and Rental Space	Double-sided (3m x 4m)	Ajdabiya	Per Month	3		

**BIDDER'S COMMENTS/REMARKS:**

1. \_\_\_\_\_
2. \_\_\_\_\_



# ACTED

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**BIDDER'S TERMS AND CONDITIONS:**

1. Valid of the offer: \_\_\_\_\_ (recommended: 6 months or more)
2. Terms of delivery: \_\_\_\_\_ (DDP Benghazi and Ajdabiya)
3. Terms of payment: \_\_\_\_\_

Name of Bidder's Authorized Representative: \_\_\_\_\_

Authorized signature and stamp: \_\_\_\_\_

Date: \_\_\_\_\_

**BATCH 2: BROCHURES**

Item n°	Service Specifications	Brochure Specifications	Measuring Unit	Quantity	Unit Price USD All applicable taxes included	Total Price USD All applicable taxes included
1	Design of the brochures	A4 (21cm x 29,7cm) Three-Panel Brochure	Per design	5		
2	Printing of the brochures		Per brochure	2000		

**BIDDERS HAVE TO QUOTE BOTH ITEMS TO BE CONSIDERED ELIGIBLE FOR BATCH N°2.**

**BIDDER'S COMMENTS/REMARKS:**

1. \_\_\_\_\_
2. \_\_\_\_\_

**BIDDER'S TERMS AND CONDITIONS:**

1. Valid of the offer: \_\_\_\_\_ (recommended: 6 months or more)
2. Terms of delivery: \_\_\_\_\_ (DDP Benghazi Office)
3. Terms of payment: \_\_\_\_\_

Name of Bidder's Authorized Representative: \_\_\_\_\_

Authorized signature and stamp: \_\_\_\_\_

Date: \_\_\_\_\_

**BATCH 3: ANIMATION AWARENESS VIDEOS**

Item n°	Service Specifications	Video Specifications	Quantity	Unit Price USD All applicable taxes included	Total Price USD All applicable taxes included
1	script	As per Terms of Reference Media Company	5		
2	storyboard		5		
3	character design		5		
4	animation		5		
5	final render		5		

**BIDDERS HAVE TO QUOTE ALL FIVE ITEMS TO BE CONSIDERED ELIGIBLE FOR BATCH 3.**

**BIDDER'S COMMENTS/REMARKS:**

1. \_\_\_\_\_
2. \_\_\_\_\_

**BIDDER'S TERMS AND CONDITIONS:**

1. Valid of the offer: \_\_\_\_\_ (recommended: 6 months or more)
2. Terms of delivery: \_\_\_\_\_ (DDP Benghazi Office)
3. Terms of payment: \_\_\_\_\_

Name of Bidder's Authorized Representative: \_\_\_\_\_

Authorized signature and stamp: \_\_\_\_\_

Date: \_\_\_\_\_