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### REQUEST FOR QUOTATION/DEMANDE DE DEVIS



**J/P HAITIAN RELIEF ORGANIZATION** **(J/P HRO)**

#6, Rte de Puits Blain,

Port- au-Prince, Haïti

Télé: (509) 2227-6678 / 2227-6676

E-Mail :www.jphro.org

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**Reference: Request number 3004**

**Date: November 29, 2021**

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Dear Sir /Madam;

**J/P HRO** is seeking qualified suppliers to provide a price quote for the following items. Please refer to the TERMS **and CONDITIONS** (Page 2) in preparing your quotation and ensure that your quotation reaches J/P HRO.

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| **Item** | **Package** | **Item length or weight** | **Quantity to order** | |
| See list attached to this document. |  |  |  |  |

**TERMS and CONDITIONS OF QUOTATION**

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| **Delivery Terms** | Items to be delivered by the supplier. A Purchase Order (PO) will be sent to the supplier for each requested quantity to be delivered according to the delivery schedule. Upon receiving a PO, the supplier must deliver the items within 24 hours. If this deadline is not respected, J/P HRO will look for the items elsewhere. Except in case of force majeure. |
| **Delivery Place** | 34,  Rue Toussaint Louverture , Cayes, Haiti |
| **Delivery date** | See schedule attached. |
| **Payment Terms** | Payment after each delivery. |
| **Additional Terms & Conditions**   * Supplier will be fully responsible for the security of the items during transportation until delivery to the J/P HRO office in Les Cayes. J/P HRO will pay only for items received ; * Supplier will be responsible for the kits preparation (see the quantity per kit in the document attached) ; | |
| **Quotations presentation requirements:**  The quotation shall contain the following documents:   * Company legal identity (Trade license or other legal documents), * Detailed description of the quoted items. * Quotation in USD excise and other duties or taxes (other currency shall be converted in HTG at the J/P HRO operational rate of exchange use by the J/P HRO Finance on the day of competition). | |
| **Submission of offers:**   * **Offer shall be marked with the note: Request number 3004.** Offer must be submitted in hard **no later than December 1st, 2021 @ 1h00 PM.** * Address to submit the offer**: 6, route de Puits-Blain, Frères, Pétion-Ville.** * Submit your quotation on company letterhead duly signed and stamped by an authorized person of the company and delivered to the J/P HRO Office in a sealed envelope. | |