Bid invitation

Consultancy service for Strategy Development Facilitation

**Ref:** **WAE/SDF/DCPS/OB/22/0008**

WaterAid is an international Non-Governmental Organization established in 1981. Its vision is a world where everyone, everywhere has access to safe water, sanitation and hygiene (WaSH). WaterAid Ethiopia works in partnership with communities, the government and other stakeholders to contribute towards the achievement of its vision and mission. So far, it has reached millions with safe water, sanitation, and hygiene.

WaterAid Ethiopia (WAE) hereby invites eligible bidders to submit their bids for **Consultancy service for Strategy Development Facilitation.**

1. **The Terms of Reference (ToR)** can be obtained from WAE office reception from **May 30 - June 10, 2022,** during working hours (08:30AM – 12:30PM and 01:30PM – 05:00PM).
2. Bids must be accompanied with renewed business licenses and registration, TIN Registration Certificate, and these must be submitted together with the technical proposal.
3. Bidders should submit their offers in sealed envelopes to WAE’s office on or before **June 13, 2022, until 2:30 pm.**
4. Offers must be accompanied by a bid bond amounting to **two (2%)** of the quoted service fee in the form of **bank guarantee or CPO** valid at least for three months from the date of bid opening. The CPO must be attached in **the original financial document**.
5. Bids must be presented in envelopes clearly identified by bidder’s name, address, legal stamp, and reference number **Ref: WAE/SDF/DCPS/OB/22/0008** on the cover**.**
6. Bidders must submit the technical and financial proposal **documents separately**. The technical and financial proposals should have one original and one copy for each, clearly marked "**ORIGINAL**" and "**COPY**" on the cover. Each envelope **shall be stamped and sealed**. In the event of any discrepancy between them the original will prevail.
7. **Bids will be opened** in the presence of bidders or representatives who prefer to attend at our office on **June 14, 2022, at 03:00 PM**.
8. WaterAid Ethiopia reserves the right to accept or reject any or all bids. Late bids shall also be rejected.
9. Bidder can visit our website <http://www.wateraid.org/et> to access the invitation and the ToR.

**Note:** Bids should be presented to the following address:

**WaterAid Ethiopia**

**Bole Sub-City, In front of Bole Medehanialem Church, next to Edna Mall, United Insurance Building 3rd floor**

**Addis Ababa, Ethiopia**

**Tel: +251 11 669 5965, E-mail:****ethiopiaprocurementho@wateraid.org** /[**waethiopia@wateraid.org**](file://C:\Users\hp\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\M5RS7ZTA\waethiopia@wateraid.org)