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FROM THE AMERICAN PEOPLE



Date: 24 – September - 2024

Reference: JO01 - RFP – PR134470 - Development of a Public-Private Dialogue (PPD) Process for Micro and Small Enterprises (MSEs)

USAID Informal Livelihoods Advancement Activity (Iqlaa)

Tender Notice

Mercy Corps is a non-religious, non-profit and non-governmental international humanitarian organization.

Mercy Corps is seeking to contract with a local (Jordanian) company for the provision of Development of a Public-Private Dialogue (PPD) Process for Micro and Small Enterprises (MSEs).

If you are interested in submitting a bid, you will need to complete an Intent to Bid Form (ITB) and Supplier information form (SIF) That are attached in the email according to the below guidelines:

1. Intend to Bid documents that are attached in the email:
 - ITB – Intent to Bid (Attachment 1)
 - SIF – Supplier Information Form (Attachment 2)
 - Tender Description (Attachment 3)
 - Tender Notice (This document)

NOTE: the above documents can be alternatively downloaded directly from <https://www.mercycorps.org/tenders>

2. Completed Intent to Bid, Supplier Information Forms and Business Registration must be submitted to Mercy Corps by email to jo-itb@mercycorps.org with the Tender Reference number in the email subject line.
 - Deadline for submission of Intents to Bid is **September 30, 2024 at 3:00 pm (Amman time)**.

Tender Notice – [Development of a Public-Private Dialogue (PPD) Process for Micro and Small Enterprises (MSEs)]



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Please note the following important information:

- The potential bidder won't receive the tender package if any of the documents (ITBs or SIFs) were missing.
- Tender announcement is aimed only to receive your express of interest in participating in this tender. Please note that you are **NOT REQUIRED** to submit your offer at this stage. If any offers (whether technical or financial) were submitted along with the ITB documents, the bidder/company will be directly **disqualified** and will not receive the package and the rest of the documents for this tender.
- Mercy Corps reserves the right to accept or reject any late submissions.
- Any documents sent to any other email address might be disregarded.

Within one week after the closing date of this Tender Notice, the Request for Proposal and the other tender documents will be sent **only** to the suppliers who submitted Intent to Bid and Supplier Information Forms. The Request for Proposal will be sent according to the preference you have mentioned in the Intent to Bid Form.