



Ethiopian Horticulture Producer Exporters Association (EHPEA)

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Bid for Supply of Office Equipment

Background and Information

The Ethiopian Horticulture Producer Exporters Association (EHPEA) is seeking to add to the office equipment for its training department.

Items required are as follows:

1. Photocopier and Tonerestimated use 100,000 copies per month

Minimum Specifications: 35 cpm A4

Paper size A3 and A3

Resolution 600 x 600 dpi

Reduction and enlargement facility

Automatic document feed

Duplexing facility

Backing and separating; 1 to 2, 2 to 2, and 2 to 1

Optional extras, stapling and duplexing unit

2. Colour Laser Jet printer and Printer Cartridges

Suitable for routine office use and document preparation

3. Black laser Jet Printer and Printer Cartridges

Suitable for routine Office use and document preparation

Application Procedure

Interested suppliers must provide:

- A copy of their current Business License, TIN and VAT Registration
- Evidence of Physical Address of the company premises
- Contact details for the company authorized representative in Addis Ababa

The supply firm should present in one envelop marked 'Supply of Office Equipment', separate technical and financial proposals having the necessary components within 5 consecutive working days after the announcement the bid.

Technical Proposal should include:

- Copy of the technical specification for the equipment to be provided
- Details of availability....In stock or guaranteed delivery within days

Financial Proposal

- Individual item Cost
- Payment Terms

The proposals should be submitted in person and put in sealed box in the following address:

- Ethiopian Horticulture Producer Exporters Association (EHPEA)
- On the Road to Chechiniya, around Zerihun Building,
- N.B Business Center Building, 6th floor, 603
- For more information contact: Tel. 251 11 618 5178, 251 911 634624.