

## INTERNATIONAL NGO SAFETY ORGANIZATION (INSO)

### INVITATION TO BID

**REF: RFP/001/NGA/ABJ/24**

The International NGO Safety Organization (INSO) is an International non-governmental organization, registered in the Netherlands, operating in Nigeria that provides dedicated safety support services to NGOs.

INSO invites applications from eligible and competent firms to bid for the provision of bureau de change services.

BID REFERENCE	CATEGORY DESCRIPTION
RFP/001/NGA/ABJ/24	Provision of bureau de change service in Abuja (1 year framework agreement)

The Request for Proposal (RFP) will be issued on 23 February 2024. Interested Bidders can request the RFP Requirement documents from [logistics@nga.ngosafety.org](mailto:logistics@nga.ngosafety.org) and must CC [ops.manager@nga.ngosafety.org](mailto:ops.manager@nga.ngosafety.org).

All questions related to this tender must also be sent to the above email addresses

Bidders must include all required documents in their bid submission. When completed RFP documents must be electronically submitted by email to: [logistics@nga.ngosafety.org](mailto:logistics@nga.ngosafety.org) and must copy [ops.manager@nga.ngosafety.org](mailto:ops.manager@nga.ngosafety.org) for eligibility.

The email subject line must state: **RFP/001/NGA/ABJ/24**- Provision of bureau de change services in Abuja.

The tender closes at **23:59 hours WAT on 29 February 2024**. Late submissions will not be accepted.

INSO will not be responsible for any costs or expenses incurred by the bidders in connection with the preparation or submission of their bids to INSO.