

**Request for Expression of Interest (EOI)****For a framework agreement for stationery supply**

Issue Date: 14.04.2022

APLA's background:

The Association of Palestinian Local Authorities (APLA) founded in 1997. APLA is an independent organization mandated to represent and lobby for the collective interests of Local Government Units (LGUs) by supporting capacity building among local governments, facilitating exchange of knowledge and best practices, and serving as a vehicle for dialogue between the central government and LGUs. APLA is a semi-governmental nonprofit association that forms a comprehensive framework, which holds all the Palestinian local authorities and works for and with them, to provide better services for the Palestinian citizen by defending their rights, and representing them on all levels nationally, regionally, and internationally.

The scope of work:

1. Supplier credentialing for one year for APLA's office stationery.
2. Support APLA's office with a proper requested stationery and office supplies when requested as retail purchases in one year.

The short-listed bidders will be invited to submit their request for price quotation to APLA through a tender process (RFPQ).

Qualification Criteria for the applicants:

To become eligible, each applicant must satisfy the following:

No	Criteria	Specific Requirements	Documents required
1	Applicant Entity	Legal entities duly registered	Firm Profile, licenses, and certificate incorporation
2	General Requirements	Stock available to be delivered upon requested.	Letter of commitment
3	Experience	5 years previous experience (similar assignments)	Certificate of Completion, or, Contract Agreements, or, Purchase Orders, etc.
4	Taxation	Zero vat will be applied to each invoice.	Updated source of deduction
5	Currency	Accepted currency for prices and payments is EURO.	
6	Financial Regulations	The provisions of the Financial & Procurement Policies Manual of APLA (may be reviewed on www.apla.ps)	

State of Palestine

Association of Palestinian
Local Authorities



الاتحاد الفلسطيني للهيئات المحلية
Association of Palestinian Local Authorities

دولة فلسطين

الاتحاد الفلسطيني
للهيئات المحلية

How to apply for Expression of Interest:

Interested suppliers who meet the pre - qualification criteria, may submit their letter "Expression of Interest" no later than 03:00 pm on Sunday, 24th Apr, 2022, with all necessary requested documents signed by authorized signatory, providing supplier address, contact person, telephone/fax and e-mail to the following address:

The Association of Palestinian Local Authorities - APLA
2nd floor, Safad Building,
Al Masyoun, Jabra Al Anqar Street
Ramallah, Palestine,

Requested Documents:

- Firm Profile, licenses, and certificate incorporation,
- Letter of commitment (Confirmation of the applicant's commitment to provide the requested elements within 3 days),
- Proof of experience (Certificate of Completion, or, Contract Agreements, or, Purchase Orders, etc. for similar assignments),
- Updated source of deduction.

Abdallah Anati

Executive Director

Association of Palestinian Local Authorities

