FRAME AGREEMENTS INVITATION TO BID

INVITATION TO BID FOR __________________________

To:

Supplier/All interested parties: ____________________________
Address: _____________________________________________
Phone: _____________________________ ____________________
Fax: _______ ____________________________________________

Dear Sirs,

Our yearly estimated need for __________________________ is approximately ______________. units. This quantity is an estimate and does not in any way represent a commitment from ....................The quantities to be purchased will depend on the actual requirements and funding availability. Please note that quantities may fluctuate. The Frame Agreement might be made available for ______________________________ Region.

Kindly state your best firm price in USD, valid for 2 years with possible period extension for the following items:

GOODS
1) ________________________________________________________________________
2) ________________________________________________________________________
3) ________________________________________________________________________

(for specification see enclosure)

SAMPLES
1 sample and descriptive material should be sent on a duty paid/(state currency on domicile basis).

DESTINATION TO BE CONFIRMED

PRICE (with and without pallets)
A) Price FCA Factory
B) FCA ______________ (Indicate city and country)

C) XXX office - Supplier’s stock in XXXX
D) Price FCA your stock (if you have stocks in different locations) For supplier’s stock in WV WHSE minimal quantity is _______ units

PAYMENT TERMS
For goods procured, 30 days after receipt of documents and goods in good order or after dispatch of the goods from the XXX depending on the shipping/price instruction
YOUR OFFER SHOULD CLEARLY STATE THE FOLLOWING:

- Product offered with full specifications
- Unit prices /unit/item FCA INCOTERMS 2000
- Prices should be net after deduction of any discounts
- Defects liability and guarantee period
- Country of production
- Type of packing, net and gross weight, cubic dimensions
- per 20 ft container, per 40 ft container
- Location of registered office and company headquarter
- Daily production capacity
- Storage Capacity and stock availability
- Validity of offer for supply
- Bidder's name, title and signature date and place

OTHER PERTINENT INFORMATION

1. We reserve the right to accept the whole or part of your offer and the lowest evaluated bid need not be accepted
2. Inspection may be required. We will advise this at time of purchase and arrange at our cost.
3. World Vision standard Terms and General Condition shall apply (encl.)

SUPPLIER REGISTRATION

Supplier must be registered with World Vision

OFFER AND SAMPLES

Must be received latest by __________ 200__, in a sealed envelope, addressed to

Address of requesting World Vision Office

VALIDITY

Your offer must remain valid for acceptance until ______, 20__ during which period, World Vision will establish Frame Agreement for 2 years with a possible extension.

Looking forward to hearing from you, we remain,

Yours sincerely,

___________________________________

Date:____________________________