

Date: 28 – January - 2024

Reference: JO01 – RFP - PR120849 - Business Development/
Micro Aggregation Consultancy

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 company for the provision of Business Development/ Micro Aggregation Consultancy services.

If you are interested in submitting a bid, you will need to complete an Intent to bid Form and Supplier information form and submit it according to the guidelines below:

1. The suppliers can download the Intent to Bid Form using this link [<https://Jordan.mercycorps.org/tenders>] or [<https://goo.gl/bqrs7D>] or [<https://www.mercycorps.org/tenders>].
2. Downloadable documents at the mentioned link are:
 - ITB – Intent to Bid (Attachment 1)
 - SIF – Supplier Information Form (Attachment 2)
 - Tender Description (Attachment 3)
 - Tender Notice (This document)

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.

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Consultancy-IQLAA]

- Completed Intent to Bid and Supplier Information Forms must be submitted to Mercy Corps by **1st February 2024 at 3:00 pm Amman time** at jo-itb@mercycorps.org with the Tender Reference number in the email subject line. Any documents sent to any other email address might be disregarded.
- Mercy Corps reserves the right to accept or reject any late submissions.

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.