

**Tender Notice**

**Purchase of Travel and Accommodation Services**

 **Date: 21st-January- 2020**

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**About Mercy Corps:**

Mercy Corps (MC) is present in Afghanistan with a large portfolio of programs addressing the promotion of sustainable licit livelihoods, agriculture development, youth vocational and natural resource management. It has been increasingly necessary to have a centralized system to help monitor and evaluate the impact of MC’s overall programmatic activities in the country.

Mercy Corps has been continuously operational in Afghanistan since 1986, implementing more than 50 programs and is currently working in twelve provinces of Afghanistan. Mercy Corps has emerged as a leader in the fields of agriculture, natural resources management, vocational training, renewable energy and economic development. Programs focus on the improvement of the lives and livelihoods of Afghan farmers, businesspersons and women, with an increasing focus on youth.

Mercy Corps Afghanistan plans to purchase the service of travels and accommodation under master agreement for the period 2 years.

**Distribution Guidelines for Tender Package:**

The interested companies/suppliers/travel agencies are encouraged either to obtain/collect the Tender Package in hard from ***21st Jan 2020*** from Mercy Corps Afghanistan Kabul Office at house # 1010, street # 5, Qala-e- Fathullah, Kabul, Afghanistan. And the companies/suppliers/travel agencies can also request to ***Af-tender-questions@mercycorps.org***to obtain tender package by e-mail.

 **Submission Guidelines for Tender Package:**

We request from the companies/suppliers/travel agencies to go through the tender package and provide the information where it is required accordingly. Meanwhile the companies/suppliers/travel agencies must provide the documents stipulated in checklist. If the companies/suppliers/travel agencies are willing to submit the bidding documents in hard, the documents should be stamped, signed and sealed in an envelope and submit them to Mercy Corps Afghanistan Kabul Office, House # 1010, Street # 5th, Qala-e- Fathullah, Kabul, Afghanistan by COB ***10th February 20*** no later than 3:30pm or the companies can make electronic submission of tender package to the e-mail address mentioned in Tender Package Request for Bid (Invitation to Tender).

For more information, please contact below numbers if required:

Phone Numbers:

Kabul: +93 (0) 793 50 65 02/0793 50 65 03/0791520559