

# INSTRUCTIONS TO SUBMIT DOUCMENTS

**TECHNICAL OFFER -  
DOCUMENTS TO BE  
ATTACHED IN ENVELOPE  
# 1**

- \*COMPANY PROFILE
- \*COMPANY REGISTRATION
- \*DELIVERY LEAD TIME
- \*PAST WORKING EXPERINCE
- \*DELIVERY TIME
- \* FILLED TENDER DOC

**FINANCIAL OFFER -  
DOCUMENTS TO BE  
ATTACHED IN ENVELOPE  
# 2**

- \*VALID TIN NUMBER
- \*FINANCIAL STATEMENT
- \*AUDIT REPORT
- \*QUOTED PRICE
- \*QUOTATION VALIDITY

ENVELOPE # 1

TECHNICAL OFFER

ENVELOPE # 2

FINANCIAL OFFER

MAIN ENVELOPE SPECIMEN

TO,  
SUPPLY MANAGER MSF WACA  
ADDRESS: ABUJA OR CALABAR (As  
per your desired)

**REQUEST FOR TENDER: REF # MSF/WACA/NG-201/2024-02**

FROM,  
COMPANY NAME:  
ADDRESS:

PACKED BOTH SEALED EVENLOPES  
(TECHNICAL & FINANCIAL) IN AN  
ENVELOPE