



Invitation for open Bid

The Research Center for Inclusive Development in Africa (RIDA), a locally registered Non-Profit research organization invites a potential supplier to submit their bids proposal for the supply and delivery of the following:

1. Laptop: Quantity 3

- Brand: Lenovo/ HP
- Processor: 11th Generation i7 Processor
- RAM: 16 GB
- Storage: 512 GB SSD
- Display Screen: 14-inc HD
- Battery: 7Hr
- Accessible by WI-FI and Bluetooth
- USB Ports, HDMI and VGA support
- Operating system: Microsoft windows 11 professional with MS Office package and all necessary application software.
- Pc bag

2. Printer: Quantity 1

- Brand: Cannon 2425i / 2425
- Functions: Front and back Print, Scan and copy
- Print Type: Black
- Accessible by WI-FI
- Tonner print Capacity: Above 7,000.00 paper

3. Vehicle rental service

- Four wheel (4x4) field vehicle (s) with driver- car in excellent condition
- Company with experience (5+years) in supplying services in multiple regions of Ethiopia, including Afar, Somali, Oromia, Amhara, Tigray and Southern nations
- Equipped with safety features (fire extinguisher, first aid, etc.)

Note: For the above listed bid summary, a potential bidder must fulfill the below criteria corresponding to its price notification document;

1. Interested Bidder shall send their documents to RIDA office during working days (Wednesday-Monday (3.00-10.00 local time).
2. Bid submission deadline: bid must be delivered to the address below on before October 27, 2025 up to 10.00 local time.
3. Late submissions will not be received and returned unopened to the bidder
4. Both technical and financial offers must be submitted with signed stamp, in separate sealed envelopes.
5. All bid price should be valid for 30 days and shall include VAT and written in ETB
6. Bidders required to present documents like business registration certificate, VAT registration certificate, Trade license (renewed) and TIN certificate
7. The winner of the bid for supplies (laptop and printer) must submit the items within one week otherwise it will be canceled.
8. The bidders must give a written warranty for the items it supplies and insurance for the vehicle rental (four wheel).
9. The contents of this bid are provided without prejudice and are subject to change, negotiation, or withdrawal at any time prior to the execution of a formal written agreement duly signed by authorized representatives of both parties. No obligations, rights, or liabilities shall arise from this submission unless and until such an agreement is executed.

Address: Behind Indian International School around Kenbena inside FSS Compound, 2nd floor of the FSS Trust Knowledge Enterprise Building, for Further Information Call: +251-901-06-11-80.

RIDA reserves the right to cancel the bid partially or fully.