



Tender Notice

Sahara Economic Development Organization (SEDO) is Iraqi National NGO, it's established in November 2007 as an independent NGO with its main office in Tikrit city. It focuses on developing the economic sector through providing business management training courses and counseling services to entrepreneurs and potential investors to enable them to efficiently contribute to the local economy. SEDO is considered among the most effective and qualified organizations in Iraq. It has conducted economic studies on the business environment in Iraq, identifying business opportunities and market niches for potential investors in Iraq. SEDO started humanitarian intervention in Iraq to response for the urgent need for our beneficiaries, it's work in WASH, Livelihood, protection, Food security and Education sectors.

SEDO plan to select a contractor for one year extendable to:

Supply the materials and supplies for case management as per the attached Bill of Quantities (BoQ).

Technical specifications and details are included in the tender documents. For inquiries, please contact procurement@sedoiraq.org, The deadline for inquiries is June 25, 2026.

Submission Method

Submissions can be made in **one** of the following two ways:

1. Submitting documents and offers in sealed envelopes and placing them in the tender box at the organization's headquarters located at the following address:

Sahara Economic Development Organization Office – Tikrit City – Al-Jawhara Complex – Block 36 – House No. 496

2. Submitting documents and offers via email (procurement@sedoiraq.org). Please note that the email subject line must be in the following format: (FWA/2026/001)

Required Documents:

1. Fill, signed and stamped Annex 1 – RFQ & BoQ
2. Fill, signed, and stamped Annex 2 – Technical Evaluation Form
3. Attach the required documents mentioned in pages 3&4 in the annex 2 – Technical Evaluation Form.

Evaluation Method:

Each submitted offer that was not rejected is evaluated according to the following steps:

1. Technical Evaluation: 70 points (each bid score is multiplied by (70%) to determine the final technical evaluation score).
2. Financial Evaluation: The lowest financial offer is divided by the bid's total offer and then multiplied by (30) to determine the final financial evaluation score.
3. The technical and financial evaluation scores from the previous two points are combined to determine the final evaluation for each bid that was not rejected.
4. The highest-scoring bidder is invited to submit samples of the required materials, as specified by the Committee Bid Analysis. If the committee approves the quality, specifications, and design of the samples, the process moves to the final step below. If the committee does not approve, the second-best bidder is invited to submit samples, and so on until the committee approves the prepared samples. The samples prepared for the winning bid will be retained for comparison with those prepared in the future.

5. The winning bidder will undergo a vetting process (national and international sanctions check) and must not be subject to any national or international sanctions.
6. A reference check will be sent, and upon receiving positive responses, a one-year extendable Framework Agreement will be signed.

Important Notes:

- Pricing is in Iraqi Dinars only.
- Any bid will be rejected in one of the following cases:
 1. The two annexes' files are not completed, signed, or stamped.
 2. The company registration certificate is not attached.
 3. The application is submitted NOT used one of the methods mentioned above in the "Submission Method" section.
 4. The application is submitted after the deadline.

Closing Date

The complete tender documents must be submitted to SEDO office **or** via email before the closing date at the end of the official working day on 25/06/2026