



United Nations  
Educational, Scientific and  
Cultural Organization

**FORM AM 10-7:**

**Procurement Notice/Advertisement  
Open International Competition (OIC)**

**Country of Destination:** France

**Reference Number:** *RFP/ED/GEM/01/2016 Graphic Design Services*

**Description:** *Graphic Design Services*

**Deadline for Submission of Sealed Tenders:** *Monday 15<sup>th</sup> of February 2016 at 18h00 Paris time*

**Posting Date:** *18 January 2016*

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United Nations Educational, Science and Cultural Organization (UNESCO) hereby invite qualified companies to submit sealed tenders as follows:

Through issuance of this Request for Proposal (RFP) UNESCO wishes to enter into a Long-term Agreement(s) to ensure economies of scale and increased efficiency for graphic design services of UNESCO's flagship publication: The Global Education Monitoring Report. Proposals are sought by UNESCO for the graphic design and layout, within the existing graphic charter, of its annual Global Education Monitoring Report, in several languages. Furthermore the results of the RFP will be used for the establishment of a pool of qualified graphic designers for work assignments, on regular or ad-hoc basis.

The purpose of this notice is to provide general information on the requirements for the procurement process and to inform interested suppliers how to obtain a copy of the Solicitation Documents.

Interested companies who wish to participate in the OIC must request for a complete set of Solicitation Documents, available free of charge, from UNESCO contact person at the address shown below **by 1<sup>st</sup> of February 2016**.

The sealed tenders must be delivered to the UNESCO Headquarters in Paris on or before **Monday 15 February 2016 at 18:00 Paris time**, in strict compliance with the instructions as stipulated in the Solicitation Documents.

UNESCO reserves the right to amend the documents at any time during the solicitation process. Any amendments or clarifications will be communicated directly to all Bidders who have requested for a complete set of solicitation documents and officially confirmed their intention to submit a sealed tender. No remuneration will be made to companies for preparation and submission of their tenders.

**UNESCO Contact Information:**

Education Sector

Attn: Anissa Mechta, Program Development and Finance Operations Officer

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