



Date: - October 21, 2021

**Letter of Invitation**

**Procurement Number: ET-AUC-253963-NC-RFQ**

**Assignment title: Production of Documentary Profile Film the African Commission On Human and People's Rights (ACHPR)**

1. The African Union has been allocated grant funds from the *World Bank* which are administered by the International Development Association (IDA) (the “Bank”) and executed by the *African Union Commission* (“the Client”). The Client intends to apply the funds to eligible payments under the contract for which this Request for quotation is issued. Payments by the Bank will be made only at the request of the *African Union Commission* and upon approval by the Bank, and will be subject, in all respects, to the terms and conditions of the grant agreement. The grant agreement prohibits a withdrawal from the grant account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Bank, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Recipient shall derive any rights from the grant agreement or have any claims to the proceeds of the grant.
2. The African Union Commission (AUC) now invites potential Service providers for **Production of Documentary Profile Film the African Commission On Human and People's Rights (ACHPR)**.
3. The experienced service providers are kindly requested to submit their bid for the **Production of Documentary Profile Film the African Commission On Human and People's Rights (ACHPR)**. More details technical scope of service is provided in the Request for quotation attached.
4. Interested and eligible service providers may obtain further information from African Union Commission (AUC) at the address below from 8.00AM up to 5.00PM from Monday to Friday starting from October 21, 2021.
5. Bidders may request for clarifications no less than 7days from the date of bid submission using the address below.
6. Bids shall be valid for a period of 90 days. Bids must be delivered to the address below at or before November 5, 2021 at 3:00pm Addis Time.



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7. Electronic bidding will be permitted. Electronic proposals shall be permitted. Maximum size of the attachment should not be above 10MB. E-mail: [tender@africa-union.org](mailto:tender@africa-union.org). Late bids will be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend in person.
  8. Bids will be opened online at AUC meeting Hall, November 5, 2021 at 3: 30pm. The potential bidders shall get the link so as to join the bid opening. The detail of bid opening is indicated in the attached RFQ.

The address for deposit of bids is:

- The Chairperson, Tender Board,
- African Union Commission,
- Building C, 3rd floor, Tender Box
- Roosevelt Street.
- P. O. Box 3243,
- Addis Ababa, Ethiopia. .,
- Telephone number (+251) 11 5517700, Ext 4371,
- Email [tender@africa-union.org](mailto:tender@africa-union.org)

Yours sincerely