# A red and white logo Description automatically generatedAPPENDIX A: BID SHEET

**Supplier Name: RFQ Number:**

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| --- | --- | --- | --- | --- | --- | --- |
| **Seq #** | **Item Description** | **UOM** | **Specification** | **QTY** | **Unit Price**  (GHC) | **Total Price**  (GHC) |
| 1 | IEC Booklet/Brochure | /Piece | 17.5cm x 12.6cm, 20 pages excluding cover page, front & back, full colour 135grm matt paper inside pages, 350grm art card cover page | 275 |  |  |
| 2 | IEC Cheat Sheet - Mobilizers | /Piece | 41.4cm x 20.3 cm, double sided  print folded into 6 pages, 180grm matt art card, full colour. | 1,753 |  |  |
| 3 | IEC Cheat Sheet – Spray Operators | /Piece | 38cm x 13.7cm double sided print folded into 8 pages, 180grm matt art card, full colour. | 687 |  |  |
| 4 | IRS Steps Poster | /Piece | A2 size, 135grm matt art paper, full colour, single sided | 5,559 |  |  |
| 5 | Spray Mobilization Calendar | /Piece | A2 size, 135grm matt art paper, full colour, single sided | 5,559 |  |  |
| 6 | Community Spray Performance Tracker –  District Capital | /Piece | 4ft x 6ft, full colour, SAV matt sticker, with oil-based print | 13 |  |  |
| 7 | Community Spray Performance Tracker –  Sub-District | /Piece | 4ft x 2.5ft, full colour, SAV matt sticker, with oil-based print | 18 |  |  |
| 8 | Community Spray Performance Tracker –  MSP Sites | /Piece | 4ft x 1ft, full colour, SAV matt sticker, with oil-based print | 11 |  |  |
| 9 | Vehicle Logbook –  Rented Vehicle | /Piece | Big A4, 50 pages original and 50 pages carbonated duplicate, mono colour | 20 |  |  |
| 10 | SOP Pocket Guides | /Piece | A6, Foldable into 28pg, 135grm art card, cover include matt  lamination. | 333 |  |  |
| 11 | Spray Performance Tracker | /Piece | 4ft x 8ft, full colour, SAV matt sticker, with oil-based print | 28 |  |  |
| 12 | Team Leader Pocket Guides | /Piece | A5, Foldable into 44pg, 135grm art card, cover include matt lamination. | 58 |  |  |
| 13 | Spray Mobilization Form (MO1) | /Piece | Big A4 (9 out) size, vanguard 4sheet, mono colour, double sided print, pink card, blue ink | 3,057 |  |  |



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| 14 | PMI Anti Sexual Harassment Poster | /Piece | | 4ft x 5ft, full colour, SAV matt sticker, with oil-based print | 9 |  |  |
| 15 | Store Ledger Books | /Piece | | Big A4 200 leaflets, front & back, mono colour, white paper, blank ink, hard cover, perfect binding | 78 |  |  |
| 16 | Stock Card | /Piece | | Big A4 (9 out), 13"x10", vanguard 4sheet, mono colour, double  sided print, yellow card, black ink | 4,423 |  |  |
| 17 | Delivery Note | /Piece | | A4, Triplicate carbonated 50 pages, mono colour | 21 |  |  |
| 18 | Goods Receipt Note –  External transaction | /Piece | | A4, Triplicate carbonated 50  pages, mono colour | 82 |  |  |
| 19 | Daily Insecticide Tracking Form | /Piece | | Big A4, 2 leaflet of 4 pages, multiply by 40, binded as a book, hard cover, mono colour | 30 |  |  |
| 20 | Request Book | /Piece | | A4, Triplicate carbonated 50 pages, mono colour | 29 |  |  |
| **Taxes (specify type of tax and % as applicable)** | | | | | | |  |
| **Other costs (specify type)** | | | | | | |  |
| **GRAND TOTAL** | | | | | | |  |
| **Other Terms** | | | | | | | |
| **Delivery Lead Time** | | |  | | | | |
| **Delivery Terms** | | |  | | | | |
| **Payment Terms** | | |  | | | | |

Designation:

Signature:   
  
Date: