



EMBASSY OF SWEDEN

Nairobi

Call-off Inquiry Ranked Framework Agreement

Contracting authority: **Embassy of Sweden in Nairobi
United Nations Crescent, Gigiri,
P.O Box 30600
Nairobi, Kenya**

Reference number:

Contribution name:

Contribution number:

Contact person:

Call-off within the framework
agreement:

Last date to submit a call-off
response:

Send the call-off response:

General information

Specification of the assignment/Service

Time-plan

Type here

Call-off responses

The Supplier shall acknowledge the receipt of the call-off inquiry the next working day at the latest. The supplier shall respond within two (2) working days if the supplier will accept the assignment. The supplier shall send a proposal for the assignment no later than five (5) working days after receiving the call-off inquiry.

The response shall include the following:

1. Suggested personnel for the assignment and a short explanation of suggested persons suitability for the assignment, including CVs.
2. Short description of how the assignment will be designed and implemented (Method)
3. Time/work plan and cost for the assignment

Decision regarding contract award

The consultant will be informed of the decision regarding contract award via email.

Enclosure 1: Terms of reference