

REQUEST FOR QUOTATIONS (RFQ)

Date: 12 March 2026

Ref No.: RFQ-IDN/III/2026/671

Supplier/Service Provider: General Item/ NFI Products

RFQ launch date:	12 March 2026
Deadline for quotation submission:	15 March 2026, no later than 05:00 pm
Quotation submitted to:	Yayasan.Procurement@plan-international.org and cc to Juanda.Lizar@plan-international.org
Purchase Requisition Number	

Yayasan Plan international Indonesia (YPII) invites you to submit a quote in accordance with the requirement of the request for quotation. Quotes must be received by **YPII** in no less than the date stated above for the following items:

#	Description	QTY	UOM	Delivery Date (calendar days)
1	For the SD and SMP handbooks , please refer to the link provided for details. Handbooks SD and SMP.xlsx	240	packs	7 days after PO signed
2	Hygiene Kit for Family , please refer to the link provided or Annex 1 below for details. Hygiene Kit for Family.pdf	300	kits	7 days after PO signed
3	Price included packaging, delivery cost (Lhokseumawe, Aceh Province) and printing Donor and YPII's logo			
4				
5				

[Please attach specifications and/or terms of reference for the goods/services to be procured.]

REQUIREMENTS

Documents	<ul style="list-style-type: none"> • [Renewed Business License, VAT or Tax Registration]
Quotations	<ul style="list-style-type: none"> • If the items on this request are not in stock, please indicate on this form when the items would be available. • Indicate on the quotation if the prices provided are inclusive of tax.
Delivery Terms and Costs	<ul style="list-style-type: none"> • Please indicate the delivery terms to be used and any associated costs.
Payment Terms	<ul style="list-style-type: none"> • Please indicate if payment will have to be made upon delivery/ on Credit/ in Advance/ other



Evaluation of Quotes

Plan International, at its sole discretion, will select the successful Bidder.

Plan international shall be free to:

- Accept the whole, or part only, of any submission
- Accept none of the proposals
- Republish this Request for Quotations

Plan International reserves the right to keep confidential the circumstances that have been considered for the selection of the.

Women-owned businesses and companies actively engaged or advancing gender equality and women empowerment in the workplace are especially encouraged to apply.

Value for money is very important to Plan International, as every additional £ saved is money that we can use on our humanitarian and development work throughout the world.

Plan International may award multiple contracts and all contracts will be non-exclusive.

Payment Terms

Please note that, if successful, Plan International’s standard terms of payment are 30 days after the end of the month of receipt of invoice, or after delivery of the order, if later.

Plan International’s Principles

The supplier must ensure compliance to Plan International’s Non-Staff Code of Conduct.

Clarifications

Invited companies must ensure that their offer is complete and meets Plan International’s requirements. Failure to comply may lead to the offer being rejected. Please therefore ensure that you read this document carefully and answer fully all questions asked.


If you have any queries in relation to your submission, or to any requirements of this tender, please contact us on the address provided on the first page of this RFQ document.

Thank you for your quotation.

Plan International Representative

Name Fidia Wati

Title Senior Procurement Officer

Signature 

Date 12 March 2026

Supplier Representative

Name _____

Title _____

Signature _____

Date _____

Annex 1

Hygiene Kits (Family)



Qty per cardboard	5
Cardboard Dimension (cm)	110x35x40
Weight (kg)	29
Volume (m3)	0.154
Price	

No.	Item Description	Distribution Quantity per family		Specification
		Qty	Unit	
1	Adult toothbrush	2	pcs	Size for adult
2	Toothpaste	2	pcs	120 gr
3	Children toothbrush	2	pcs	Size for children
4	Children toothpaste	1	pcs	50 gr
5	Soap box	2	pcs	Plastic, standard quality
6	Shampoo	1	bottle	180 ml
7	Sanitary Napkins	1	pack	10 pcs per pack, Standard Quality
8	Cloth washing detergent	1	pack	900 gram
9	Soap	12	pcs	85 gr
10	Carrying Bag	1	pcs	Cotton, size adjustable with contents
11	Water bucket + scoop	1	set	Material plastic good quality