CST Ethiopia invites sealed bids from eligible and qualified suppliers for the supply and delivery of lockable filing cabinets, stationery items, and office equipment to be delivered to their Mekelle office in the Tigray Region.

- Posted Date: Monday 21st, September 2026 (2 months ago)
- Closing Date: Monday 05th, October 2026 5:00 pm (closed)
- Bid Bond:2%
- Location:Mekelle
- Bid Document Price:
- Bid Opening Date: Tuesday 06th, October 2026 9:30 am
- Category: Office Furniture/ Stationery Supplies/

INVITATION TO TENDER

FOR THE SUPPLY AND DELIVERY OF LOCKABLE FILING CABINETS, STATIONERY ITEMS, AND OFFICE EQUIPMENT FOR CST ETHIOPIA MEKELLE OFFICE

Tender Refernce No: CST/IA-GRIT23Y3-ETH

CST Ethiopia represents the overseas development and humanitarian agencies of the Catholic Church from England and Wales (CAFOD). Scotland (SCIAF), and Ireland (Trócaire) in Ethiopia. The three agencies have over 40 years of experience in international development and humanitarian response and are each member of worldwide networks, including Caritas Internationalis. Currently, the three agencies jointly operate a single, integrated country program in Ethiopia through the legal entity CST Ethiopia. CST Ethiopia is implementing emergency projects in Tigray and hereby invites sealed bids from eligible and qualified suppliers for the supply and delivery of-

No	Description
1	Lockable Filing Cabinets
2	Stationery Items & Office Equipment's

1. Procurement Method:- The tender shall be conducted through a National Competitive Bidding (NCB) process in accordance with CST Ethiopia Procurement Guidelines and is open to all eligible suppliers legally registered and authorized to operate in Ethiopia.

2. Eligibility Requirements: Tenderers must submit copies of valid and renewed business licenses for the current year, a VAT Registration Certificate, and a Taxpayer Identification Number (TIN) Certificate.

3. Collection of Tender Documents:- Interested and eligible Tenderers may obtain further information and collect the complete bidding documents, prepared in English and provided free of charge, by contacting CST Ethiopia via email at Samrawit.Woreta@trocaire.org or in

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person at: CST Ethiopia Office, Kirkos Sub-City, Woreda 03, Kebele 04, Addis Ababa: or CST Ethiopia Office, Adi Haki Sub-City, Mekelle. Tigray Region.

4. Bid Submission and Bid Security:- in a sealed envelope and accompanied by a security bid equivalent to 2% of the total bid price, in the form of a Customer Payment Order (CPO) or another acceptable financial instrument. Bid security shall be submitted together with the bid application.

5. Tender submission Address: Sealed bids / tender documents: shall be delivered to either the CST Ethiopia Office Adi Haki Sub-City, Mekelle, Tigray Region. or, CST Ethiopia Office, Kirkos Sub-City, Woreda 03, Kebele 04, Addis Ababa:

6. Place of Delivery: The successful Tenderer shall deliver the goods to the CST Ethiopia Office in Mekelle, Tigray Region.

7. Bid Submission Deadline:- The deadline for tender submission is 5 October 2026 at 5:00 PM (EAT). Late submissions will not be considered.

8. Right to Accept or Reject: CST Ethiopia reserves the right to accept or reject any or all bids, in whole or in part, and to cancel the tender process at any stage prior to contract award without thereby incurring any liability to Tenderers or being required to provide justification for its decision.

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