

## **CALL FOR APPLICATIONS**

**Dear Sir or Madam,**

**The Friedrich-Ebert-Stiftung (FES), on behalf of its national office and its regional office (FES-PSCC) based in Dakar, is inviting applications from 20 September 2023, with a view to selecting a graphic design, printing and photography service provider, for a framework contract lasting 12 months from 01 November 2023, which may be extended by mutual agreement for up to 6 years if the service provided is satisfactory.**

The graphic work and photos will be used on internal documents worldwide for editorial and promotional purposes.

To this end, we invite you to submit your best **technical and financial offer** to best meets our needs.

### **CONDITIONS TO BE MET**

To provide high-quality services as quickly as possible, in accordance with the following conditions:

- **Graphic design:** final text and photos for the graphic design. On time to avoid having to go back and forth on work efficiency;
- **Photography:** the work will be produced in high-resolution digital format (JPG) with retouching;
- **Printing:** the service provider is responsible for monitoring and ensuring the quality of the printing, checking colours, image and text quality, gluing and finishing in accordance with the proof.

## **APPLICATION FORM**

- Technical offer
- Financial offer
- Experience & references to contact
- Models

## **SUBMISSION OF APPLICATIONS**

Applications should be sent to the following address:

**Immeuble Bity Lokho  
Rue de Fatick x Boulevard de l'EST  
Point E – Dakar, Sénégal**

and/or by e-mail to the following address:

[info@fes-pscc.org](mailto:info@fes-pscc.org)

**NO LATER THAN 12.00 noon on 29 September 2023.**

The contract holder will be selected as follows:

- ✓ **35% for the technical offer**
- ✓ **30% for the financial offer**
- ✓ **35% for experiences and references**

Should you require any further information, please do not hesitate to contact us.