

REQUEST FOR QUOTATION (RFQ)

Reference: MBEP/IP/SOK/RFQ/2026/04-004

Date: April 15, 2026

Project Title: Support for Program Visibility and Communications

Purchaser: Ministry of Budget and Economic Planning

1. Background and Objective

The Ministry of Budget and Economic Planning Sokoto (UNFPA IP) is seeking written quotations from qualified vendors for the procurement of multimedia communication equipment and digital production services. These items will support program visibility and strategic communications.

2. Technical Specifications and Bill of Quantities (BoQ)

Vendors are required to quote for the following items. Substitutions must meet or exceed the specified minimum technical requirements.

Item No.	Description & Minimum Technical Specifications	Qty	Unit
1	HD Photo/Video Camera Type: Digital Single-Lens Reflex (DSLR) Camera (APS-C/DX format) Resolution: Minimum 16 Megapixels (Photo), Full HD 1080p (Video) Lens: Versatile standard zoom lens (e.g., 18-55mm f/3.5-5.6 or Nikon F-mount compatible equivalent) Features: Articulating LCD monitor,	1	Unit

	<p>lens-based optical image stabilization (Vibration Reduction), standard low-light capability (ISO 100-6400), and compatibility with external Wi-Fi adapters.</p> <p>Accessories: 2x spare rechargeable batteries (EN-EL14), 1x 128GB high-speed SDXC card, protective carrying case, neck strap.</p>		
2	<p>Portable Public Address (PA) System</p> <ul style="list-style-type: none"> • Output: Minimum 100W output for clear outdoor/indoor sound. • Power: Built-in rechargeable battery (minimum 6-8 hours playtime) and AC power option. • Connectivity: Bluetooth enabled, USB/SD card inputs, AUX input. • Accessories: 2x wireless handheld microphones per unit, remote control, and a durable carrying handle/wheels for field mobility. 	2	Units
3	<p>Solar Portable Mobile Battery Station</p>	1	Unit

	<ul style="list-style-type: none"> • Capacity: Minimum 50,000mAh (or equivalent 300Wh+ portable power station). • Ports: Multiple outputs including AC outlet (for laptop charging), minimum 3x USB-A, and 1x USB-C (Power Delivery). • Charging: Compatible with solar, wall outlet, and car charging. • Accessories: compatible portable solar panel (minimum 50W-100W) for off-grid field recharging. 		
4	<p>AV Support Kit (Tripod, Lighting, Wireless Mics)</p> <ul style="list-style-type: none"> • <i>Tripod:</i> Heavy-duty, adjustable aluminum fluid-head tripod compatible with the Item 1 camera. • <i>Lighting:</i> Portable LED video light panel kit or high-quality Ring Light with adjustable color temperature (3200K-5600K) and light stands. • <i>Microphone:</i> Dual-channel wireless lavalier (lapel) microphone system 	1	Kit

	(e.g., DJI Mic, Rode Wireless GO II) compatible with the camera and laptops.		
5	<p>Pre-positioned Roll-up Banners</p> <ul style="list-style-type: none"> • Size: Standard 33" x 81" (approx. 85cm x 200cm). • Material: Premium, anti-curl, tear-resistant PVC/vinyl banner material. • Print: Full-color, high-resolution printing. • Design: Generic branding featuring SARAH/UNFPA logos and messaging (Vendor to share design proof before printing). • Hardware: Durable aluminum retractable base with padded carrying bag. 	10	Units

3. Delivery and Submission Details

- **Delivery Location:** Ministry of Budget and Economic Planning Sokoto, Sokoto State, Nigeria.
- **Delivery Timeframe:** All physical items must be delivered within 14 days of the Purchase Order issuance.
- **Quote Validity:** Quotations must remain valid for a minimum of 30 days from the submission deadline.
- **Currency:** Quotations should be provided in Nigerian Naira (NGN).

4. Vendor Requirements

To be considered, vendors must include the following in their submission:

1. Detailed cost breakdown matching the BoQ format above.

Submission Deadline: 19/04/2026

Submission Email/Address: unfpa.projects@mbep.sk.gov.ng

Inquiries: Any requests for clarification should be directed to jamilaabubakargatawa@gmail.com