



**ADVERTISEMENT  
FOR SUPPLIERS; TO SUPPLY GOODS &  
SERVICES  
FOR FINANCIAL YEAR 2026-2027**

# 1. ADVERTISEMENT OF SUPPLIERS TO SUPPLY GOODS & SERVICES

## 1.1 Introduction

TGNP is a non-Governmental organization with the vision of seeing a transformed Tanzanian society characterized by gender equality, equity, empowered women, and social justice. To achieve this vision, TGNP seeks to build a transformative feminist movement for social gender transformation and women empowerment. For over 30 years, the organization has been at the forefront of the struggle for gender equality and women empowerment in Tanzania.

As part of implementing its Annual Operational Plan 2026, TGNP is planning to conduct several project activities which require suppliers/providers to supply goods and services to undertake the following assignments:

## ADVERTISEMENT OF SUPPLIERS FOR THE SUPPLYING OF GOODS & SERVICES FOR THE YEAR 2026-2027.

No.	CATEGORY	ITEM DESCRIPTION
	<b>A</b>	<b>Supply of General Goods/Services</b>
1	TGNP/PQ/01/2026-2027	Printing and publishing companies- Design and produce printed materials, e.g., printed stationery, notebooks, folders, banners, promotional and visibility materials, books, briefs, etc.
2	TGNP/PQ/02/2026-2027	Supply and delivery of general office stationeries, e.g., printing paper, toner cartridges, etc.
3	TGNP/PQ/03/2026-2027	Supply of computers, laptops, tablets, computer software, printers, and hardware equipment; Still Picture, video camera, and camera facilities.
	<b>B</b>	<b>Provision of Services</b>
4	TGNP/PQ/04/2026-2027	Provision of catering services.
5	TGNP/PQ/05/2026-2027	Hotel services include: <ul style="list-style-type: none"><li>• Conference facilities and accommodation both in and out of Dar es Salaam. (Highlighted Regions are; Kilimanjaro-Same, Mwanga, Shinyanga, Kigoma, Dodoma, Kondo, Morogoro, Gairo, Zanzibar, Tarime/Mara, Iringa, Njombe, Mbeya, Kahama, Lindi, Manyara, Singida, Mtwara and Pwani).</li></ul>
6	TGNP/PQ/06/2026-2027	Companies and Individuals: <ul style="list-style-type: none"><li>• Provision of professional photography, audio, and videography services as but not limited to the creation of 3D and animation;</li><li>• Facilitate packaging of research findings through cartoons on the creation of Cartoon animation; development of comics motion video; social media video; documentaries; adverts; event documentation; live coverage's production quality; and taking photos.</li></ul>

<b>7</b>	TGNP/PQ/07/2026-2027	Provision of Event Management services, e.g., PA system, plasma screens, décor designer and decor materials suppliers, entertainment - local Artists and theater groups–Singers, Drama players and poets, Tents, Chairs and Tables, carpets, Podium, Pillows, Mobile Toilets.
<b>8</b>	TGNP/PQ/8/2026-2027	<p>Provision of IT services, including Website development/upgrade and management, as described below;</p> <ul style="list-style-type: none"> <li>• IT Systems Implementation:</li> <li>• To plan and implement business software/systems with the best value.</li> <li>• IT strategy consulting: to align organization IT assets with current and anticipated business goals.</li> <li>• Digital transformation consulting: to improve business efficiency by planning, to prioritize, and guiding the organization’s digital transformation initiatives.</li> <li>• IT assessment: to find opportunities to improve efficiency, security, and compliance and reduce IT infrastructure costs.</li> <li>• IT operations consulting: to build sustainable IT capabilities to support business plans.</li> <li>• Technology consulting: integrating transformative digital technologies and bringing disruptive changes to the organization’s business model and processes.</li> </ul> <p>IT infrastructure management: to ensure stability and flexibility of the Organization’s IT infrastructure and subscription of software like Zoom and Cloud 360.</p> <ul style="list-style-type: none"> <li>• Managed application services: to keep organization business apps well-functioning and aligned with emerging needs.</li> </ul>
<b>9</b>	TGNP/PQ/9/2026-2027	Provision of Internet Service and Antivirus
<b>10</b>	TGNP/PQ/10/2026-2027	Repair, servicing, and maintenance of; Tagging and stock taking of assets, Air Conditioners, plumbing system and its tools, electrical equipment like bulbs, sockets, etc., computers, laptops, security, water well servicing, Garage, fumigation, cleaning and gardening, building service, Garbage, and sanitary services, Printers, Photocopier and office furniture and likes
<b>11</b>	TGNP/PQ/11/2026-2027	Provision of graphic design through different publications and IEC materials, including social media posters.
<b>12</b>	TGNP/PQ/12/2026-2027	Event Facilitators (including Gender, Media Training) and Moderators.
<b>13</b>	TGNP/PQ/13/2026-2027	<ul style="list-style-type: none"> <li>• Report Writers (activity/ event report writing) and creatively written documentation (case studies, herstories, and success stories; production of briefs and popular version), Editors, Translators, Interpreters, and the like.</li> <li>• Facilitators that should be conversant in the following areas; <ul style="list-style-type: none"> <li>i. Climate change and adaptation</li> <li>i. Economic Rights and Justice</li> <li>ii. Men and Women’s safe spaces</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>iii. Gender Based Violence especially SGBV</li> <li>iv. Engagement with community structures i.e pastoralists, NPA-VAWC committees, farmers</li> <li>v. Gender Responsive Budgeting</li> </ul> <ul style="list-style-type: none"> <li>• Provision of technical editing and proofreading, preferably Linguistics professionals (English and Swahili specialists); and translation services (English to Swahili or Swahili to English);</li> </ul>
14	TGNP/PQ/14/2026-2027	Organizational sustainability Services; Legal, Insurance, Audit and Tax Services. (Retainers/Advisory services)
15	TGNP/PQ/15/2026-2027	Production of Gender disaggregated data/ statistics through data collection, data entry, verification, analysis, and visualization.
16	TGNP/PQ/16/2026-2027	Conduct a Gender/Feminist Analysis and Audits (Policy, Plans, Budget Guidelines, Platforms and Budget
17	TGNP/PQ/17/2026-2027	Lead Researcher and Research Assistants for Research assignments
19	TGNP/PQ/19/2026-2027	Facilitators for the PAR and Participatory Community Engagement for Socio Gender Transformation
20	TGNP/PQ/20/2026-2027	Lead Consultant for Documentation Assignments
21	TGNP/PQ/21/2026-2027	Sign Language Interpretation
22	TGNP/PQ/22/2026-2027	Monitoring on the implementation of activities and their impact (MEAL)
23	TGNP/PQ/23/2026-2027	Facilitator for Agroecology, Bio diversity, agro-business Development and market gate Keepers
24	TGNP/PQ/24/2026-2027	Facilitator for clean energy cooking
25	TGNP/PQ/25/2026-2027	Facilitator for Psychosocial support
26	TGNP/PQ/26/2026-2027	Facilitator for land, Gender norms and religious,

The duly completed tender documents can also, be delivered by hand together with below requested documents; at our office: Plot number 22/31, Mabibo road, TGNP.

**All firms and Individuals must provide the following:**

- a) Copies of Certificate of Registration or Incorporation.
- b) Copy of VAT Registration Certificate (For VAT Register Company).
- c) Copies of TIN Certificates of Firm/Company, Certificate of incorporation, and Business License.
- d) Company profile that, shall include details of the Management team.
- e) Where mandatory for service provision, each firm must provide evidence of registration with Professional bodies/Authorities (OSHA etc.).
- f) Prospective suppliers must have premises, valid trading licenses, have EFD machines, and meet all other Government of Tanzania requirements to engage in business. Those that are exempt from this requirement should provide valid proof.

All the applications will pass through a tender granting process and only the successful applicants will be contacted. **The deadline for the submission of applications is 15<sup>th</sup> Mar 2026 at 5:00 pm and tender will be opened on 16<sup>th</sup> March 2026 from 11:30 am** in the TGNP Training Room, 1<sup>st</sup> Floor. Bidders are invited to attend or their authorized representatives.

**Applications in sealed envelopes should be directed to:**

The Executive Director,  
TGNP,  
Plot 22/3/1 Ubungo Industrial Area,  
Mabibo Road,  
P.O. Box 8921,  
**Dar es Salaam, Tanzania.**

**Or through e-mails to:**

**E-mail:** [info@tgnp.or.tz](mailto:info@tgnp.or.tz); (applications submitted via email should submit pass word for accessing the applications at the following e mail address [mariamagdalen.msae@tgnp.or.tz](mailto:mariamagdalen.msae@tgnp.or.tz) **Website:** [www.tgnp.or.tz](http://www.tgnp.or.tz)

Note: Only short-listed applicants in relation to the available opportunities will be contacted. Other qualified applicants will be added to TGNP's database of resource persons, hence, can be consulted for similar assignments in future.

Tender Bidding Process shall be opened on **26<sup>nd</sup> Feb 2026 and closed on 15<sup>th</sup> Mar 2026.**