

**INVITATION TO BE INCLUDED ON APPROVED SUPPLIERS’ LIST FOR GOODS AND SERVICES 2024**

The African Regional Intellectual Property Organization (ARIPO) is inviting prospective suppliers of goods and services in the categories detailed below to apply for inclusion in the supplier database for the period 2024:

|  |
| --- |
| **CATEGORIES OF GOODS AND SERVICES** |
| **Category** | **Description** |
| 1 | Office stationery and supplies |
| 2 | Computer equipment, printers, consumables, networking equipment, spares and other ICT accessories |
| 3 | Fuels and lubricants |
| 4 | Motor vehicle service and repairs |
| 5 | Panel beating, motor vehicle spares and accessories |
| 6 | Fire equipment and servicing  |
| 7 | Security Services |
| 8 | CCTV, electric fencing, rapid response alarm systems, installation & servicing |
| 9 | Office furniture and equipment, interior decoration, supply and fitting of office blinds, carpets and curtains |
| 10 | Cleaning services, provision of office and window cleaning services, cleaning detergents, disinfectants and toiletries |
| 11 | Catering services, Outside catering, decorations |
| 12 | PA systems and tent hiring |
| 13 | Repairs and maintenance of electrical equipment, solar panels, electrical inverters, locksmith services, general hardware, plumbing |
| 14 | Bulk water and purified water supplies and supply of water tanks |
| 15 | Printing and publishing services, supply of printing sundries and consumables |
| 16 | Shuttle and taxi services |
| 17 | Promotional materials, advertising, signage and outdoor branding |
| 18 | Ticketing and or travel agents |
| 19 | Hotel accommodation, conference rooms  |
| 20 | Health and Safety Equipment, supply and delivery of first aid kits, sanitary bins  |
| 21 | Air conditioning servicing and installations |
| 22 | Telecommunications services and maintenance |
| 23 | Foodstuffs, groceries, beverages, fruit and vegetables |
| 24 | Customs clearance, forwarding/Container Terminal |
| 25 | Fumigation/Extermination |
| 26 | Garden Maintenance and landscaping |
| 27 | Swimming pool maintenance |
| 28 | Travel and Tours |
| 29 | Construction |
| 30 | Works, repairs and maintenance  |
| 31 | Human Resources Services  |

Kindly visit the link below for submission of your application. You must first complete the registration process by entering your email address and password.

<http://supplier.aripo.org>

**N.B.** All applicants should note that this is only a supplier registration process and does not constitute an invitation to do business. Only selected suppliers will be notified of the outcome of this process.

Applications should be received by Tuesday, 12 September 2023.