



NOTICE TO ALL SUPPLIERS

Family Health International (FHI 360) Zimbabwe hereby informs its suppliers that three of its projects will be closing out at follows:

- Mhuri/Imuli for the MNCH-FP closing 31 October 2023,
- Accelerated and Comprehensive HIV Care for Epidemic Control (ACCE) 30th September 2023 and
- Re-Ignite, Innovate, Sustain and Empower (RISE) 30th September 2023.

Suppliers are therefore requested to send any claims for unpaid invoices.

The claim pack should include the following documents:

- Invoice for the outstanding amount
- Copy of fully executed Purchase Order or Contract for that specific amount
- Valid Tax Clearance Certificate
- Copy of Request for Quotation (RFQ) vendor responded to together with quotation
- Copies of Delivery Notes if applicable

Closing date for receiving all statements is **September 20th, 2023**, and any other claims submitted after this date will not be considered for processing.

Send all emails to the following email addressed with heading **Final Account Statement**:

procure_zim@fhi360.org