

Request for Proposal (RFP) Announcement #29-ADM-HQ-2026
PRCS Electronic Document Management and Archiving System

The Palestine Red Crescent Society (PRCS) announces the launch of a Request for Proposal (RFP) for the implementation of the PRCS Electronic Document Management and Archiving System.

Interested and qualified companies are invited to visit PRCS Headquarters located on Jerusalem Main Street – Al-Bireh, Procurement Department, Fourth Floor, to obtain the RFP documents starting from Tuesday 15/9/2026 until Tuesday 22/9/2026, from 8:00 AM until 3:30 PM, except Fridays and Saturdays.

The deadline for submission of proposals is Tuesday 06/10/2026 at 13:00 PM. Proposals shall be deposited in the tender box located at the Administrative Department at PRCS Headquarters in Al-Bireh.

Conditions for Participation:

1. Eligible, registered, and experienced companies are entitled to participate.
2. A bid bond in the amount of 5% of the total bid value shall be submitted in the form of a valid bank guarantee, enclosed in a separate sealed envelope from the technical and financial proposals. Any proposal submitted without the required bid bond shall be rejected.
3. PRCS is not bound to accept the lowest price.
4. PRCS reserves the right to cancel the tender without assigning reasons.
5. Advertisement fees in local newspapers shall be borne by the successful bidder.
6. A non-refundable fee of 100 USD shall be paid for purchasing the RFP documentation.

For inquiries, please contact the Procurement Department at Palestine Red Crescent Society:

Tel: +970 2 2978520 Ext. 3604 / 3605 / 3606

Fax: +970 2 2406518

Email: info@palestinercs.org

Palestine Red Crescent Society – Headquarters