
**EXPRESSION OF INTEREST (EOI)
FOR THE PROVISION OF FESTIVAL MERCHANDISE AND BRANDED MATERIALS**

Advertised: 4 September 2025

Submission Deadline: Open until filled

Who we are

Urgent Action Fund-Africa (UAF-Africa) is a consciously feminist and womn's human rights pan-African Fund registered in Kenya and Zimbabwe. Operating as a virtual organisation, the Fund boasts of strategic presence in Africa's five sub-regions- East Africa: Nairobi- Kenya, Kampala-Uganda; North Africa: Cairo- Egypt; Central Africa: Yaoundé and Douala Cameroon; Southern Africa: Harare- Zimbabwe, Lilongwe- Malawi; Antananarivo- Madagascar, Johannesburg, Pretoria & Cape Town- South Africa, Gaborone- Botswana and West Africa: Abuja -Nigeria and Parakou- Benin and Lomé- Togo. Recognising the need to move resources rapidly on a continent where opportunities and threats arise and decline quickly, UAF-Africa uses a Rapid Response Grant-making mechanism to support unanticipated, time-sensitive, innovative, and unique initiatives that promote women's agency in democratic governance, economic, environmental and climate justice, natural resources governance and conflict transformation while protecting their personhood, integrity, and rights.

The 3rd Feminist Republik Festival

UAF-Africa is hosting the 3rd Feminist Republik Festival (3rd FRF), set to take place in **Mombasa, Kenya, from 27-30 November 2025**. The Festival aims to bring together more than 600 activists from the African continent and across the globe. UAF-Africa is seeking experienced and passionate vendors to provide branded materials for the Festival, With the bold and audacious theme of Regenerating in Crisis: Grounding Healing and Care in the Storm. This iteration of the Festival will center the experiences of African Womn's Human Rights Defenders (AWHRDs) in crisis contexts, the traumas AWHRDs grapple with, how trauma plays out, is remembered, and is compounded in periods of crisis, and why we must center healing when it feels like our worlds are collapsing.

Objectives

To engage qualified vendors for the design, branding, and timely delivery of printed materials in alignment with UAF-Africa's branding guidelines and festival theme.

Scope of Work

Vendors are invited to express interest in printing and supplying the following items:

| | Item | Number of pieces |
|---|----------------|------------------|
| 1 | Lanyards | 1,100 |
| 2 | Badges | 1,100 |
| 3 | Raincoats | 100 |
| 4 | Umbrellas | 50 |
| 5 | Ankara Hats | 200 |
| 6 | Safety Jackets | 150 |
| 7 | Face Masks | 1,500 |

Deliverables

The selected vendor(s) will be expected to:

- Ensure branding and packaging (where applicable) in line with UAF-Africa's guidelines (e.g., logos on branded items such as lanyards, umbrellas, raincoats, and Ankara hats).
- Deliver all items in good condition, sorted and packaged per item type, on or before the agreed deadline (end of September 2025).

Duration of Assignment

This assignment is expected to be completed no later than 30th September 2025.

Reporting & Coordination

- The vendor will report to UAF-Africa's Operations and Logistics Team, sharing regular progress updates and a delivery schedule to ensure timely implementation.
- Any delays or issues must be communicated promptly, with final delivery subject to verification and approval by UAF-Africa's procurement and logistics representatives.

How to Apply

If interested in this assignment, please send your proposal including your Company profile, Detailed quotation (per item), Proposed timelines, Sample images or physical samples where applicable to info@uaf-africa.org

No phone calls, please.

We thank all those who apply, but only shortlisted firms will be contacted. To learn more about UAF-Africa and our programs, please visit our website at <http://www.uaf-africa.org/>

