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Date: Tuesday, March 26, 2019  
Reference: UNDP-IRH-201903-RFQ-11-Provision of Office Furniture  
Subject: Clarification Letter 1 and Extension to Tender Deadline  
Deadline: **Thursday, March 28, 2019**

Dear Sir/ Madam,

Please be informed that, further to inquiries from prospective Offerors, we are sending both the clarification request received and the respective UNDP response to all invited Offerors and posting on relevant procurement websites along with revised RFQ document in accordance with our standard practices.

Clarification Note:		
No:	Question	Answers / Corrections
1	<p><b>2.2 Pedestal with 3 Drawers</b> It is not stated whether the pedestal is fixed or movable. Should we consider the pedestal as non-movable?</p>	<p>Please read the Technical Specifications as follows:</p> <p><b>2.2 Pedestal with 3 Drawers</b> Supply, delivery and installation of 1 piece of pedestal with 3 drawers, including all the necessary hanging and fixing attachments and materials, losses, transportation of all relevant materials to and/or from the site, fixing, loading, horizontal and vertical transportation, unloading, workmanship, contractor's profit and general expenses for the successful supply.</p> <p>All materials shall comply with minimum standards of Turkish Standards Institution, BS or ANSI.</p> <p>Colours and materials (fabric, coating, etc.) will be submitted for the engineer's approval.</p>



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		<p>Dimensions (DxLxH): 45cm x 60cm x 65cm or similar sizes</p> <ul style="list-style-type: none"> <li>• min. 14mm mdf-laminate or melamine top panel</li> <li>• 3 Drawers: Epoxy powder coated, 100% and recyclable drawer frame. Hidden rail system. 60kg carrying capacity. Central locking system preventing bending down.</li> <li>• Pencil drawer</li> <li>• Lockable (Locks shall be individual locks that can only be opened by individual keys provided)</li> <li>• <b>Movable</b></li> </ul>
2	<p><b>2.7 Standard Working Chair</b> The working chair is stated as <b>mesh seat</b>, backrest and headrest. Mesh backrest is common however mesh seat is not a very common product regarding the life of the good. Can we quote for a chair with a mesh back but a <b>fabric seat</b>?</p>	<p><b>2.7 Standard Working Chair</b> Supply, delivery and installation of 1 piece of standard working chair, including all the necessary hanging and fixing attachments and materials, losses, transportation of all relevant materials to and/or from the site, fixing, loading, horizontal and vertical transportation, unloading, workmanship, contractor's profit and general expenses for the successful supply.</p> <p>All materials shall comply with minimum standards of Turkish Standards Institution, BS or ANSI.</p> <p>Colours and materials (fabric, coating, etc.) will be submitted for the engineer's approval.</p> <p>Seat Depth: 435 - 490 mm Seat Width: 520 mm Back Height: 680 - 800 mm</p>



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		<p>Seat Height: 470 - 580 mm or similar sizes</p> <ul style="list-style-type: none"> <li>• Five-star plastic star legs</li> <li>• <del>Breathable comfortable mesh seat, backrest and headrest</del>/Breathable comfortable mesh backrest, headrest and fabric seating</li> <li>• Seat height control</li> <li>• Seat depth adjustment (seat slide)</li> <li>• Backrest tilt tension control</li> <li>• Backrest tilt angle and height adjustment</li> <li>• Armrests with soft polyurethane pads</li> <li>• Armrest height &amp; angle adjustment</li> <li>• Headrest height &amp; angle adjustment</li> <li>• Chair Warranty: 5 years on Frame, Mechanism and Armrests 3 years on Castors, Gas Lift and Mesh</li> </ul>
3	<b>2.8 Visitor Chair</b>	<p><b>2.8 Visitor Chair</b> Supply, delivery and installation of 1 piece of visitor chair, including all the necessary hanging and fixing attachments and materials, losses, transportation of all relevant materials to and/or from the site, fixing, loading, horizontal and vertical transportation, unloading, workmanship, contractor's profit and general expenses for the successful supply.</p>



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		<p>All materials shall comply with minimum standards of Turkish Standards Institution, BS or ANSI.</p> <p>Colours and materials (fabric, coating, etc.) will be submitted for the engineer's approval.</p> <p>Dimensions (DxLxH): 55cm x 55cm x 85cm or similar sizes</p> <ul style="list-style-type: none"> <li>• Specially formed polypropylene combined back-rest with armrest</li> <li>• Specially formed 45d. Polyurethane injected foam seat</li> <li>• <del>u-shaped plastic legs</del> / 4 plastic legs</li> <li>• Fabric seat</li> </ul>
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Please note the tender deadline has been extended:

Please be informed that, further to inquiries from prospective Offerors, the deadline for submission of Proposals in response to our RFQ dated 20 March 2019 with reference number UNDP-IRH-201903-RFQ-11, which was originally stated as March 27, 2019 17:00 (Istanbul time zone, GMT +3) in the RFQ, has been extended until **Thursday, March 28, 2019, 17:00 (Istanbul Time, GMT +3)**.

In this regard, you are kindly requested to submit your proposals latest by **Thursday, March 28, 2019, 17:00 hrs Istanbul local time (GMT +3)** to the address stipulated in our solicitation document.

All other terms and conditions remain the same.

Thank you and best regards,

Procurement IRH Istanbul  
 UNDP Europe & CIS  
 Istanbul Regional Hub, Turkey  
[www.eurasia.undp.org](http://www.eurasia.undp.org)