



REQUEST FOR QUOTATION (RFQ) (Goods)

To All Bidders	DATE: 6 th Aug 2019
	REFERENCE: UNDP SOM/RFQ/025/2019/Supply and delivery of EBOLA Kits for UN Clinics in Somalia.

Dear Sir / Madam:

We kindly request you to submit your quotation **for supply and delivery of EBOLA Kits for UN Clinics in Somalia** as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before **20 Aug 2019 at 03:00PM East Africa Time (GMT+3)** via email to the mandatory designated submission email address below;

United Nations Development Programme (UNDP), Somalia
bids.so@undp.org

Quotations submitted by email must be limited to a maximum of **5 MB**, virus-free and no more than five (5) email transmissions **in PDF format**. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected. The subject line of each email must be clearly indicated as follows: **UNDP SOM/RFQ/025/2019/UN Clinics for supply and delivery of EBOLA Kits for UN Clinics in Somalia**. It shall remain your responsibility to ensure that your quotation will reach the email address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. Kindly ensure that your quotations are signed and in the **.pdf format**, and free from any virus or corrupted files. Please note: **Quotations sent to or copied to personal email addresses of UNDP staff or any other UNDP email address other than the mandatory designated submission email address will be disqualified.**

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned goods:

Delivery Terms [INCOTERMS 2010]	<input checked="" type="checkbox"/> DAP	
Customs clearance if needed, shall be done by:	<input checked="" type="checkbox"/> Supplier/Offeror	
Exact Address/es of Delivery Location/s (identify all, if multiple)	Option 1: UNDP Mogadishu, UNITED NATIONS COMMON COMPOUND Mogadishu. Option 2: UNDP Hargeisa, UNITED NATIONS COMMON COMPOUND Hargeisa. NB: UNDP will first consider option 1 delivery during evaluation.	
Distribution of shipping documents	To be Advised at the time of order	
Latest Expected Delivery Date and Time (<i>if delivery time exceeds this, quote may be rejected by UNDP</i>)	<input checked="" type="checkbox"/> Within 45 calendar days from date of issuance of Purchase order	
Delivery Schedule	<input checked="" type="checkbox"/> Required	
Packing Requirements	<input checked="" type="checkbox"/> The Equipment must be supplied in manufacturer's undamaged packaging and the terms of storage, packaging and transportation should meet the requirements of manufacturer and must be properly sealed to protect the items from damage/breaking until delivery to the stipulated location	
Mode of Transport	<input checked="" type="checkbox"/> AIR <input checked="" type="checkbox"/> SEA	<input checked="" type="checkbox"/> LAND
Preferred Currency of Quotation	<input checked="" type="checkbox"/> United States Dollars	
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes	
After-sales services required	<input checked="" type="checkbox"/> Warranty on 16L Sprayer for minimum period of 6 months. <input checked="" type="checkbox"/> All items will be replaced with brand new equipment without any additional cost to UNDP if any manufacturing defect is observed during the warranty period.	
Deadline for the Submission of Quotation	20 Aug 2019 at 03:00PM, East Africa time (GMT+3)	
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English	
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2 and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Share the pictures of items <input checked="" type="checkbox"/> Quality Certificates (ISO, EC, etc.); if any <input checked="" type="checkbox"/> Latest/valid Certificate of business Registration <input checked="" type="checkbox"/> Latest/valid internal Revenue Certificate/Tax Clearance <input checked="" type="checkbox"/> Manufacturer's Authorization of the Company as a Sales Agent for Medical Equipment (if supplier is not the manufacturer);	

	<input checked="" type="checkbox"/> Detailed technical description of the offered goods or product catalogue/leaflet with detailed technical specifications and instruction for use as per attached Annex 1 (Technical Specifications table) <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 120 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Partial Bid-Allowed
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of goods
Liquidated Damages	<input checked="" type="checkbox"/> will be imposed under the following conditions: 0.5% of contract price for every day of delay up to a maximum of 10% of contract price. Thereafter the contract may be terminated.
Evaluation Criteria	<input checked="" type="checkbox"/> Non-discretionary “pass” or “fail” rating on Technical responsiveness/Full compliance to requirements and lowest price per item <input checked="" type="checkbox"/> Full acceptance of UNDP General Terms & Conditions of PO/contract <input checked="" type="checkbox"/> A minimum of three (2) years of experience in supply and delivery of medical equipment/devices <input checked="" type="checkbox"/> Acceptance of Bid validity period (120 days) <input checked="" type="checkbox"/> compliance with the delivery terms and conditions stipulated by UNDP in the RFQ (Maximum delivery period shall not exceed 45 calendar days upon signature of PO) <input checked="" type="checkbox"/> Manufacturer’s Authorization of the Company as a Sales Agent for Medical Equipment (if supplier is not the manufacturer). <input checked="" type="checkbox"/> Vendor is not included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;
UNDP will award to:	<input checked="" type="checkbox"/> One or more Supplier, depending on the following factors: <ul style="list-style-type: none"> • Lowest-priced technically responsive offer • UNDP May procure ALL or PART of the items in the quote. <p>UNDP may request the recommended supplier to submit a sample of the proposed items at no additional cost to UNDP. In case the offered item is not in line with the required specifications, UNDP may recommend award to the 2nd technically qualified bidder(s).</p>
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order
Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days.

Conditions for Release of Payment	<input checked="" type="checkbox"/> Within 30 days of complete delivery of goods and receipt of invoice <input checked="" type="checkbox"/> Passing post-delivery inspection by UNDP (compliance with technical specifications and that items are in good working order) <input checked="" type="checkbox"/> Written acceptance of goods based on full compliance with RFQ requirements
Annexes to this RFQ	<input checked="" type="checkbox"/> Specifications of the Goods required under (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only)	Procurement Unit procurement.so@undp.org Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

Goods offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP indicated above - <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link : http://www.un.org/depts/ptd/pdf/conduct_english.pdf

Thank you and we look forward to receiving your quotation.

Sincerely yours,


FOR:



Iryna Malykh
Procurement Specialist
Somalia Country Office



Technical Specifications




NOTE:



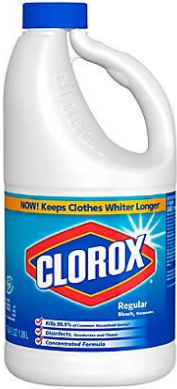
1. All equipment shall be of European Standard or Equivalent.



Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
1	<p>Ebola Virus Level III Pandemic</p> <p>PPE Kit</p>  <p>Kit CONTENTS:</p> <ul style="list-style-type: none"> 1 Impervious Coverall w/ Hood, Elastic Wrists and Ankles 1 Pair Impervious Boot Covers w/Non-Slip Sole 1 Apron 41" X 62", 4mil w/Ties 1 Full Face Shield 1 Pair Nitrile 12" Cuff Latex-Free Gloves - 6mil 1 Pair Nitrile Flock-lined Extended Cuff Gloves - 15mil 1 N95 Respirator - NIOSH Approved 1 Bottle 1 oz. Hand Sanitizing Gel 4 Antimicrobial Alcohol Gel Wipes 1 Red Biohazard Waste Bag, 16 gallon size 	75 kits			




Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
2	Body bags 	300 pieces			
3	Medical shoes/ boots  <p>Medical shoes/ boots Sizes: 8 Small, 10 Medium and 6 Large 100% waterproof and flexible Nylon mesh: Non-conductive: outsole prevents falls and slips on any surface. Chemical resistant; The lining of the shoe is quick drying</p>	24 pairs			





Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
4	<p>Biohazard Bodily Fluid Clean-Up Kit</p>  <p>Biohazard Bodily Fluid Clean-Up Kit contents</p> <ul style="list-style-type: none"> 10 Pair High Risk, Powder-Free, 12" Cuff Gloves in "Resealable Bag" 1 FluidShield Mask with Visor 1 Pair Impervious Knee-High Boot Covers 1 16 oz Shaker Bottle Body-Fluid Treatment/Encapsulant (BTE) 10 Pair Disposable Waste Scoops 5 Germicidal Surface Disinfectant Wipes 1 Liquid Disinfectant, 2oz Bottle 1 Antimicrobial Alcohol Gel Wipe 10 Towels 10 Red Biohazard Waste Bags 1 Instruction Sheet <p>Packaged in Small, Hard Plastic, Water-Proof, Dust-Proof Container</p> <p>-Mobile w/Carrying Handle, Wall Mountable</p>	75 Kits			
5	<p>Bio hazard bags,</p>  <p>Color: yellow, red,</p>	500 pieces			



Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
	Size: Small 250 pcs and Medium 500pcs				
6	Bio hazard poster,  Size: sticker 4x4 inches, 250 pieces per roll	5 rolls			
7	Duct tape  Size: 48mmx50.2m	30 pieces			
8	Buckets with built-in faucet and cover,  Size: 5 gallon	30 pieces			

Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
9	Bucket big,  <p>Size: 5 gallon</p> <p>Other Requirements</p>	30 pieces			
10	Big basin,  <p>Size: 5-gallon capacity</p>	30 pieces			
11	Chlorine 8.25%  <p>Chlorine with concentration of 8.25% (10 L x 2) (5L x 2)</p>	30 ltrs			

Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
12	Scrub suits  <p>Sizes: Sizes: Small (S) 9, Medium (M)15, Large (L) 9, Extra Large (XL) 3 with loose-fitting, two-piece garment polyester material and cotton</p>	36			
13	Biohazardous Waste Polyethylene Safety Can  <p>Biohazardous Waste Polyethylene Safety Can with Foot Lever, 6 Gallon Capacity, Red</p>	30 pieces			

Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
14	Biohazard poster Size: A4 	5 Rolls			
15	Hand Sprayer with 16-liter Capacity 	10 pieces			
16	Thermometer – Digital 	120 pieces			

Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
17	Thermometer – Infrared 	30 pieces			
18	Surgical mask  50/Box	12 Boxes			
19	N95 mask; NIOSH  20/Box	12 Boxes			
20	Non Sterile gloves nitrile  Size M 50pair/box	30 boxes			

Item	Description/Specifications of Goods with Sample Images	Quantity	Technical Compliance (Y/N)	Deviation (if any)	Delivery lead time (Calendar days)
21	Hospital Bedsheet,  Size : 30x80 inches, white, cotton	30 pairs			
22	Pillow cases,  Size: 20x26 inches, white, cotton	30 pieces			

FORM FOR SUBMITTING SUPPLIER'S QUOTATION

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery)

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No **UNDP/SOM/RFQ/025/2019/Supply and Delivery of EBOLA Kits for UN Clinics in Somalia.**

TABLE 1: Offer to Supply Goods Compliant with Technical Specifications and Requirements

Item No.	Description/Specification of Goods	Unit of Measure	Quantity	Latest Delivery Date (Days)	Unit Price (USD)	Total Price per item (USD)
1	Ebola Virus Level III Pandemic PPE Kit	KIT	75			
2	Body bags	EA	300			
3	Medical shoes/ boots	PAIR	24			
4	Biohazard Bodily Fluid Clean-Up Kit	KIT	75			
5	Bio hazard bags	EA	500			
6	Bio hazard poster	ROLL	5			
7	Duct tape	EA	30			
8	Buckets with built-in faucet and cover	EA	30			
9	Bucket big	EA	30			
10	Big basin	EA	30			
11	Chlorine	LT	30			
12	Scrub suits	PAIR	36			
13	Biohazardous Waste Polyethylene Safety Can	EA	30			
14	Biohazard poster	ROLL	05			
15	Hand Sprayer	EA	10			
16	Thermometer – Digital	EA	120			
17	Thermometer – Infrared	EA	30			
18	Surgical mask	BOX	12			
19	N95 mask; NIOSH	BOX	12			
20	Non-Sterile gloves nitrile	BOX	30			
21	Hospital Bedsheet	PAIR	30			
22	Pillow case	EA	30			
	Total Price of Goods					
	OPTION 1: Transport cost for delivering items to UN Compound in Mogadishu. Transport cost will be adjusted based on actual award of items in the case of partial award.					
	Add: Cost of Insurance. Insurance cost will be adjusted based on actual award of items in the case of partial award.					
	OPTION 2: Transport cost for delivering items to UN Compound in Hargeisa. Transport cost will be adjusted based on actual award of items in the case of partial award.					
	Add: Cost of Insurance. Insurance cost will be adjusted based on actual award of items in the case of partial award.					
	TOTAL FINAL AND ALL-INCLUSIVE PRICE QUOTATION					

TABLE 2 : Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation are as follows:	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Delivery Lead Time			
Estimated weight/volume/dimension of the Consignment:			
Country/ies Of Origin:			
Acceptance on adjustment to transport and insurance cost based on award:			
Warranty and After-Sales Requirements			
a) Minimum six (6) months warranty on hand sprayer			
Liquidated Damages			
Validity of Quotation (120 days)			
All Provisions of the UNDP General Terms and Conditions			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

[Name and Signature of the Supplier's Authorized Person]
[Designation]
[Date]