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INVITATION TO BID

Supply, delivery and installation of assorted furniture for the United Nations Building

ITB No.: ITB-SAU-22-007

Project: Common Premises

Country: Saudi Arabia

Issued on: 1 August 2022

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Section 1. Letter of Invitation

The United Nations Development Programme (UNDP) hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above-referenced subject.

This ITB includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

- Section 1: This Letter of Invitation
- Section 2: Instruction to Bidders
- Section 3: Bid Data Sheet (BDS)
- Section 4: Evaluation Criteria
- Section 5: Schedule of Requirements and Technical Specifications
- Section 6: Returnable Bidding Forms
 - o Form A: Bid Submission Form
 - o Form B: Bidder Information Form
 - o Form C: Joint Venture/Consortium/Association Information Form
 - o Form D: Qualification Form
 - o Form E: Format of Technical Bid
 - o Form F: Price Schedule

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it by the Deadline for Submission of Bids set out in Bid Data Sheet.

In case your company is not registered in the E-Tendering Module, please use the following temporary username and password to register your company/firm:

Username: event.guest

Password: why2change

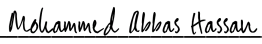
Bidders who will be registered on the e-tendering will be able to download the complete bidding documents from the e-tendering website at <https://etendering.partneragencies.org>

"Bidders can download the complete tender documentation from the e-Tendering upon registration".

You may also utilize the "Accept Invitation" function in the eTendering system, where applicable. This will enable you to receive amendments or updates to the ITB. Should you require further clarifications, kindly communicate with the contact person/s identified in the attached Data Sheet as the focal point for queries on this ITB.

UNDP looks forward to receiving your Bid and thank you in advance for your interest in UNDP procurement opportunities.

Issued by

DocuSigned by:

 1BD613EFB51E4FE...
 Name: Mohammed Abbas
 Title: Procurement Analyst
 Date: **August 1, 2022**

Approved by:

DocuSigned by:

 62B97B0679A4447...
 Name: Mohammed Siddig Mudawi
 Title: Resident Representative a.i.
 Date: **August 1, 2022**

Section 2. Instruction to Bidders

GENERAL PROVISIONS

1. Introduction

- 1.1 Bidders shall adhere to all the requirements of this ITB, including any amendments made in writing by UNDP. This ITB is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement which can be accessed at <https://popp.undp.org/SitePages/POPPBSUnit.aspx?TermID=254a9f96-b883-476a-8ef8-e81f93a2b38d>
- 1.2 Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this ITB.
- 1.3 UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.
- 1.4 As part of the bid, it is desired that the Bidder registers at the United Nations Global Marketplace (UNGM) website (www.ungm.org). The Bidder may still submit a bid even if not registered with the UNGM. However, if the Bidder is selected for contract award, the Bidder must register on the UNGM prior to contract signature.

2. Fraud & Corruption, Gifts and Hospitality

- 2.1 UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti
- 2.2 Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches or dinners.
- 2.3 In pursuance of this policy, UNDP:
 - (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question;
 - (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
- 2.4 All Bidders must adhere to the UN Supplier Code of Conduct, which may be found at http://www.un.org/depts/ptd/pdf/conduct_english.pdf

3. Eligibility

- 3.1 A vendor should not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations.
- 3.2 It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-Suppliers, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.

4. Conflict of Interests	<p>4.1 Bidders must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they:</p> <ul style="list-style-type: none"> a) Are or have been associated in the past, with a firm or any of its affiliates which have been engaged by UNDP to provide services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation, and other documents to be used for the procurement of the goods and services in this selection process; b) Were involved in the preparation and/or design of the programme/project related to the goods and/or services requested under this ITB; or c) Are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP. <p>4.2 In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP's confirmation on whether or not such conflict exists.</p> <p>4.3 Similarly, the Bidders must disclose in their Bid their knowledge of the following:</p> <ul style="list-style-type: none"> a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this ITB; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices. <p>Failure to disclose such an information may result in the rejection of the Bid or Bids affected by the non-disclosure.</p> <p>4.4 The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this ITB, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
B. PREPARATION OF BIDS	
5. General Considerations	<p>5.1 In preparing the Bid, the Bidder is expected to examine the ITB in detail. Material deficiencies in providing the information requested in the ITB may result in rejection of the Bid.</p> <p>5.2 The Bidder will not be permitted to take advantage of any errors or omissions in the ITB. Should such errors or omissions be discovered, the Bidder must notify the UNDP accordingly.</p>
6. Cost of Preparation of Bid	<p>6.1 The Bidder shall bear all costs related to the preparation and/or submission of the Bid, regardless of whether its Bid is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.</p>
7. Language	<p>7.1 The Bid, as well as any and all related correspondence exchanged by the Bidder and UNDP, shall be written in the language (s) specified in the BDS.</p>

8. Documents Comprising the Bid	<p>8.1 The Bid shall comprise of the following documents and related forms which details are provided in the BDS:</p> <ul style="list-style-type: none"> a) Documents Establishing the Eligibility and Qualifications of the Bidder; b) Technical Bid; c) Price Schedule; d) Bid Security, if required by BDS; e) Any attachments and/or appendices to the Bid.
9. Documents Establishing the Eligibility and Qualifications of the Bidder	<p>9.1 The Bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided under Section 6 and providing documents required in those forms. In order to award a contract to a Bidder, its qualifications must be documented to UNDP's satisfaction.</p>
10. Technical Bid Format and Content	<p>10.1 The Bidder is required to submit a Technical Bid using the Standard Forms and templates provided in Section 6 of the ITB.</p> <p>10.2 Samples of items, when required as per Section 5, shall be provided within the time specified and unless otherwise specified by the Purchaser, at no expense to the UNDP. If not destroyed by testing, samples will be returned at Bidder's request and expense, unless otherwise specified.</p> <p>10.3 When applicable and required as per Section 5, the Bidder shall describe the necessary training programme available for the maintenance and operation of the equipment offered as well as the cost to the UNDP. Unless otherwise specified, such training as well as training materials shall be provided in the language of the Bid as specified in the BDS.</p> <p>10.4 When applicable and required as per Section 5, the Bidder shall certify the availability of spare parts for a period of at least five (5) years from date of delivery, or as otherwise specified in this ITB.</p>
11. Price Schedule	<p>11.1 The Price Schedule shall be prepared using the Form provided in Section 6 of the ITB and taking into consideration the requirements in the ITB.</p> <p>11.2 Any requirement described in the Technical Bid but not priced in the Price Schedule, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.</p>
12. Bid Security	<p>12.1 A Bid Security, if required by BDS, shall be provided in the amount and form indicated in the BDS. The Bid Security shall be valid for a minimum of thirty (30) days after the final date of validity of the Bid.</p> <p>12.2 The Bid Security shall be included along with the Bid. If Bid Security is required by the ITB but is not found in the Bid, the offer shall be rejected.</p> <p>12.3 If the Bid Security amount or its validity period is found to be less than what is required by UNDP, UNDP shall reject the Bid.</p> <p>12.4 In the event an electronic submission is allowed in the BDS, Bidders shall include a copy of the Bid Security in their bid and the original of the Bid Security must be sent via courier or hand delivery as per the instructions in BDS.</p> <p>12.5 The Bid Security may be forfeited by UNDP, and the Bid rejected, in the event of any, or combination, of the following conditions:</p> <ul style="list-style-type: none"> a) If the Bidder withdraws its offer during the period of the Bid Validity specified in the BDS, or;

	<p>b) In the event the successful Bidder fails:</p> <ol style="list-style-type: none"> to sign the Contract after UNDP has issued an award; or to furnish the Performance Security, insurances, or other documents that UNDP may require as a condition precedent to the effectivity of the contract that may be awarded to the Bidder.
13. Currencies	<p>13.1 All prices shall be quoted in the currency or currencies indicated in the BDS. Where Bids are quoted in different currencies, for the purposes of comparison of all Bids:</p> <ol style="list-style-type: none"> UNDP will convert the currency quoted in the Bid into the UNDP preferred currency, in accordance with the prevailing UN operational rate of exchange on the last day of submission of Bids; and In the event that UNDP selects a Bid for award that is quoted in a currency different from the preferred currency in the BDS, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
14. Joint Venture, Consortium or Association	<p>14.1 If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.</p> <p>14.2 After the Deadline for Submission of Bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP.</p> <p>14.3 The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Clause 9 herein in respect of submitting only one Bid.</p> <p>14.4 The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the Bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>14.5 A JV, Consortium or Association in presenting its track record and experience should clearly differentiate between:</p> <ol style="list-style-type: none"> Those that were undertaken together by the JV, Consortium or Association; and Those that were undertaken by the individual entities of the JV, Consortium or Association. <p>14.6 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials</p> <p>14.7 JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
15. Only One Bid	<p>15.1 The Bidder (including the individual members of any Joint Venture) shall submit only one Bid, either in its own name or as part of a Joint Venture.</p> <p>15.2 Bids submitted by two (2) or more Bidders shall all be rejected if they are found to</p>

	<p>have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or c) they have the same legal representative for purposes of this ITB; or d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of another Bidder regarding this ITB process; e) they are subSuppliers to each other's Bid, or a subSupplier to one Bid also submits another Bid under its name as lead Bidder; or some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this ITB process. This condition relating to the personnel, does not apply to subSuppliers being included in more than one Bid.
16. Bid Validity Period	<p>16.1 Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for a shorter period may be rejected by UNDP and rendered non-responsive.</p> <p>16.2 During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel, the proposed rates and the total price.</p>
17. Extension of Bid Validity Period	<p>17.1 In exceptional circumstances, prior to the expiration of the Bid validity period, UNDP may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing, and shall be considered integral to the Bid.</p> <p>17.2 If the Bidder agrees to extend the validity of its Bid, it shall be done without any change to the original Bid.</p> <p>17.3 The Bidder has the right to refuse to extend the validity of its Bid, in which case, the Bid shall not be further evaluated.</p>
18. Clarification of Bid (from the Bidders)	<p>18.1 Bidders may request clarifications on any of the ITB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing in the manner indicated in the BDS. If inquiries are sent other than specified channel, even if they are sent to a UNDP staff member, UNDP shall have no obligation to respond or confirm that the query was officially received.</p> <p>18.2 UNDP will provide the responses to clarifications through the method specified in the BDS.</p> <p>18.3 UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Bids, unless UNDP deems that such an extension is justified and necessary.</p>
19. Amendment of Bids	<p>19.1 At any time prior to the deadline of Bid submission, UNDP may for any reason, such as in response to a clarification requested by a Bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.</p> <p>19.2 If the amendment is substantial, UNDP may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids.</p>
20. Alternative Bids	<p>20.1 Unless otherwise specified in the BDS, alternative Bids shall not be considered. If submission of alternative Bid is allowed by BDS, a Bidder may submit an alternative Bid, but only if it also submits a Bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP</p>

	<p>reserves the right to award a contract based on an alternative Bid.</p> <p>20.2 If multiple/alternative bids are being submitted, they must be clearly marked as "Main Bid" and "Alternative Bid"</p>
21. Pre-Bid Conference	<p>21.1 When appropriate, a pre-bid conference will be conducted at the date, time and location specified in the BDS. All Bidders are encouraged to attend. Non-attendance, however, shall not result in disqualification of an interested Bidder. Minutes of the Bidder's conference will be disseminated on the procurement website and shared by email or on the e-Tendering platform as specified in the BDS. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the Minutes of the Bidder's Conference or issued/posted as an amendment to ITB.</p>
C. SUBMISSION AND OPENING OF BIDS	
22. Submission	<p>22.1 The Bidder shall submit a duly signed and complete Bid comprising the documents and forms in accordance with requirements in the BDS. The Price Schedule shall be submitted together with the Technical Bid. Bid can be delivered either personally, by courier, or by electronic method of transmission as specified in the BDS.</p> <p>22.2 The Bid shall be signed by the Bidder or person(s) duly authorized to commit the Bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or a Power of Attorney, accompanying the Bid.</p> <p>22.3 Bidders must be aware that the mere act of submission of a Bid, in and of itself, implies that the Bidder fully accepts the UNDP General Contract Terms and Conditions.</p>
Hard copy (manual) submission	<p>22.4 Hard copy (manual) submission by courier or hand delivery allowed or specified in the BDS shall be governed as follows:</p> <p>a) The signed Bid shall be marked "Original", and its copies marked "Copy" as appropriate. The number of copies is indicated in the BDS. All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail.</p> <p>(b) The Technical Bid and Price Schedule must be sealed and submitted together in an envelope, which shall:</p> <ol style="list-style-type: none"> Bear the name of the Bidder; Be addressed to UNDP as specified in the BDS; and Bear a warning not to open before the time and date for Bid opening as specified in the BDS. <p>If the envelope with the Bid is not sealed and marked as required, UNDP shall assume no responsibility for the misplacement, loss, or premature opening of the Bid.</p>
Email and eTendering submissions	<p>22.5 Electronic submission through email or eTendering, if allowed as specified in the BDS, shall be governed as follows:</p> <ol style="list-style-type: none"> Electronic files that form part of the Bid must be in accordance with the format and requirements indicated in BDS; Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivered as per the instructions in BDS. <p>22.6 Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/</p>

23. Deadline for Submission of Bids and Late Bids	<p>23.1 Complete Bids must be received by UNDP in the manner, and no later than the date and time, specified in the BDS. UNDP shall only recognise the actual date and time that the bid was received by UNDP</p> <p>23.2 UNDP shall not consider any Bid that is received after the deadline for the submission of Bids.</p>
24. Withdrawal, Substitution, and Modification of Bids	<p>24.1 A Bidder may withdraw, substitute or modify its Bid after it has been submitted at any time prior to the deadline for submission.</p> <p>24.2 Manual and Email submissions: A bidder may withdraw, substitute or modify its Bid by sending a written notice to UNDP, duly signed by an authorized representative, and shall include a copy of the authorization (or a Power of Attorney). The corresponding substitution or modification of the Bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of Bids, by clearly marking them as "WITHDRAWAL" "SUBSTITUTION," or "MODIFICATION"</p> <p>24.3 eTendering: A Bidder may withdraw, substitute or modify its Bid by Cancelling, Editing, and re-submitting the Bid directly in the system. It is the responsibility of the Bidder to properly follow the system instructions, duly edit and submit a substitution or modification of the Bid as needed. Detailed instructions on how to cancel or modify a Bid directly in the system are provided in the Bidder User Guide and Instructional videos.</p> <p>24.4 Bids requested to be withdrawn shall be returned unopened to the Bidders (only for manual submissions), except if the bid is withdrawn after the bid has been opened.</p>
25. Bid Opening	<p>25.1 UNDP will open the Bid in the presence of an ad-hoc committee formed by UNDP of at least two (2) members.</p> <p>25.2 The Bidders' names, modifications, withdrawals, the condition of the envelope labels/seals, the number of folders/files and all other such other details as UNDP may consider appropriate, will be announced at the opening. No Bid shall be rejected at the opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders.</p> <p>25.3 In the case of e-Tendering submission, bidders will receive an automatic notification once the Bid is opened.</p>
D. EVALUATION OF BIDS	
26. Confidentiality	<p>26.1 Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>26.2 Any effort by a Bidder or anyone on behalf of the Bidder to influence UNDP in the examination, evaluation and comparison of the Bids or contract award decisions may, at UNDP's decision, result in the rejection of its Bid and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.</p>
27. Evaluation of Bids	<p>27.1 UNDP will conduct the evaluation solely on the basis of the Bids received.</p> <p>27.2 Evaluation of Bids shall be undertaken in the following steps:</p> <ol style="list-style-type: none"> Preliminary Examination including Eligibility Arithmetical check and ranking of bidders who passed preliminary examination by price. Qualification assessment (if pre-qualification was not done)

	<ul style="list-style-type: none"> a) Evaluation of Technical Bids b) Evaluation of prices <p>Detailed evaluation will be focussed on the 3 - 5 lowest priced bids. Further higher priced bids shall be added for evaluation if necessary</p>
28. Preliminary Examination	<p>28.1 UNDP shall examine the Bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the Bids are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any Bid at this stage.</p>
29. Evaluation of Eligibility and Qualification	<p>29.1 Eligibility and Qualification of the Bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in the Section 4 (Evaluation Criteria).</p> <p>29.2 In general terms, vendors that meet the following criteria may be considered qualified:</p> <ul style="list-style-type: none"> a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; d) They are able to comply fully with the UNDP General Terms and Conditions of Contract; e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and f) They have a record of timely and satisfactory performance with their clients.
30. Evaluation of Technical Bid and prices	<p>30.1 The evaluation team shall review and evaluate the Technical Bids on the basis of their responsiveness to the Schedule of Requirements and Technical Specifications and other documentation provided, applying the procedure indicated in the BDS and other ITB documents. When necessary, and if stated in the BDS, UNDP may invite technically responsive bidders for a presentation related to their technical Bids. The conditions for the presentation shall be provided in the bid document where required.</p>
31. Due diligence	<p>31.1 UNDP reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ul style="list-style-type: none"> a) Verification of accuracy, correctness and authenticity of information provided by the Bidder; b) Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder; d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous works, as deemed necessary; e) Physical inspection of the Bidder's offices, branches or other places where business transpires, with or without notice to the Bidder; f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.
32. Clarification of Bids	<p>32.1 To assist in the examination, evaluation and comparison of Bids, UNDP may, at its discretion, request any Bidder for a clarification of its Bid.</p> <p>32.2 UNDP's request for clarification and the response shall be in writing and no change in</p>

	<p>the prices or substance of the Bid shall be sought, offered, or permitted, except to provide clarification, and confirm the correction of any arithmetic errors discovered by UNDP in the evaluation of the Bids, in accordance with the ITB.</p> <p>32.3 Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the Bids.</p>
33. Responsiveness of Bid	<p>33.1 UNDP's determination of a Bid's responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other requirements of the ITB without material deviation, reservation, or omission.</p> <p>33.2 If a bid is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.</p>
34. Nonconformities, Reparable Errors and Omissions	<p>34.1 Provided that a Bid is substantially responsive, UNDP may waive any non-conformities or omissions in the Bid that, in the opinion of UNDP, do not constitute a material deviation.</p> <p>34.2 UNDP may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.</p> <p>34.3 For the bids that have passed the preliminary examination, UNDP shall check and correct arithmetical errors as follows:</p> <ul style="list-style-type: none"> a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail. <p>34.4 If the Bidder does not accept the correction of errors made by UNDP, its Bid shall be rejected.</p>
E. AWARD OF CONTRACT	
35. Right to Accept, Reject, Any or All Bids	<p>35.1 UNDP reserves the right to accept or reject any bid, to render any or all of the bids as non-responsive, and to reject all Bids at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.</p>
36. Award Criteria	<p>36.1 Prior to expiration of the period of Bid validity, UNDP shall award the contract to the qualified and eligible Bidder that is found to be responsive to the requirements of the Schedule of Requirements and Technical Specification, and has offered the lowest price.</p>

37. Debriefing	37.1 In the event that a Bidder is unsuccessful, the Bidder may request for a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the Bidder's submission, in order to assist the Bidder in improving its future Bids for UNDP procurement opportunities. The content of other Bids and how they compare to the Bidder's submission shall not be discussed.
38. Right to Vary Requirements at the Time of Award	38.1 At the time of award of Contract, UNDP reserves the right to vary the quantity of goods and/or services, 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.
39. Contract Signature	39.1 Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
40. Contract Type and General Terms and Conditions	40.1 The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in BDS, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
41. Performance Security	41.1 A performance security, if required in the BDS, shall be provided in the amount specified in BDS and form available at https://popp.undp.org/layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Solicitation_Performance%20Guarantee%20Form.docx&action=default within a maximum of fifteen (15) days of the contract signature by both parties. Where a performance security is required, the receipt of the performance security by UNDP shall be a condition for rendering the contract effective.
42. Bank Guarantee for Advanced Payment	42.1 Except when the interests of UNDP so require, it is UNDP's standard practice to not make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per the BDS, and exceeds 20% of the total contract price, or USD 30,000, whichever is less, the Bidder shall submit a Bank Guarantee in the full amount of the advance payment in the form available at https://popp.undp.org/layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Contract%20Management%20Payment%20and%20Taxes_Advanced%20Payment%20Guarantee%20Form.docx&action=default
43. Liquidated Damages	43.1 If specified in the BDS, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Supplier's delays or breach of its obligations as per Contract.
44. Payment Provisions	44.1 Payment will be made only upon UNDP's acceptance of the goods and/or services performed. The terms of payment shall be within thirty (30) days, after receipt of invoice and certification of acceptance of goods and/or services issued by the proper authority in UNDP with direct supervision of the Supplier. Payment will be effected by bank transfer in the currency of the contract.
45. Vendor Protest	45.1 UNDP's vendor protest procedure provides an opportunity for appeal to those persons or firms not awarded a contract through a competitive procurement process. In the event that a Bidder believes that it was not treated fairly, the following link provides further details regarding UNDP vendor protest procedures: http://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html

46. Other Provisions

- 46.1 In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence.
- 46.2 UNDP is entitled to receive the same pricing offered by the same Supplier in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence.
- 46.3 The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15 http://www.un.org/en/ga/search/view_doc.asp?symbol=ST/SGB/2006/15&referer

Section 3. Bid Data Sheet

The following data for the goods and/or services to be procured shall complement, supplement, or amend the provisions in the Invitation to Bid In the case of a conflict between the Instructions to Bidders, the Bid Data Sheet, and other annexes or references attached to the Bid Data Sheet, the provisions in the Bid Data Sheet shall prevail.

BDS No.	Ref. to Section.2	Data	Specific Instructions / Requirements
1	7	Language of the Bid	English
2		Submitting Bids for Parts or sub-parts of the Schedule of Requirements (partial bids)	Allowed [per complete lot]
3	20	Alternative Bids	Shall not be considered
4	21	Pre-Bid conference	Will not be conducted
5	16	Bid Validity Period	90 days
6	13	Bid Security	Not Required
7	41	Advanced Payment upon signing of contract	Not Allowed
8	42	Liquidated Damages	Will be imposed as follows: Percentage of contract price per day of delay: 0.5% . Max number of days of delay 30 Calendar days , after which UNDP may terminate the contract.
9	40	Performance Security	Not Required
10	12	Currency of Bid	United States Dollar; or Local currency (Saudi Riyals) Method for Currency Conversion: UN Operational Exchange Rate prevailing on the closing date of submission of Bids.
11	31	Deadline for submitting requests for clarifications/ questions	3 days before the submission deadline
12	31	Contact Details for submitting clarifications/questions	Focal Person in UNDP: Mohammed Abbas HASSAN Address: UNDP, Saudi Arabia E-mail address: mohammed.abbas@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.
13	18, 19 and 21	Manner of Disseminating Supplemental Information to the ITB and responses/clarifications to queries	Posted directly to eTendering
14	23	Deadline for Submission	<p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p> <p>The date and time visible on the main screen of the event (on the eTendering portal) will be final and prevail over any other closing time indicated elsewhere, in case they are different. The correct bid closing time is as indicated in the E-Tendering portal and the system will not accept any bid after that time. It is the responsibility of the bidder to make sure bids are submitted within this deadline. UNDP will not accept any bid that is not submitted directly to the system.</p> <p>Try to submit your bid a day prior to or well before the closing time. Do not wait until the last minute. If you face any issue submitting your proposal at the last minute, UNDP may not be able to assist.</p>
14	22	Allowable Manner of Submitting Bids	<input checked="" type="checkbox"/> e-Tendering
15	22	Bid Submission Address	<p><u>[For eTendering method, keep link below and insert Event ID information]</u></p> <p>https://etendering.partneragencies.org</p> <p><u>Event ID number: SAU10 ITB-22-007</u></p>
16	22	Electronic submission (email or eTendering) requirements	<ul style="list-style-type: none"> Format: PDF files (Preferred) File names must be maximum of 60 characters long and must not contain any letter or special character other than from the Latin alphabet/keyboard. All files must be free of viruses and not corrupted. <p>If you are uploading a large number of files (ex. 15 or more), please zip the files into a ZIP folder and upload the folder instead of each file individually. You can upload several ZIP folders, but if you do this, please note that the total size of each ZIP folder uploaded cannot exceed 50MB.</p>

17	25	Date, time and venue for the opening of bid	In the case of e-Tendering submission, bidders will receive an automatic notification once their Bids are opened.
18	27, 36	Evaluation Method for the Award of Contract	<ul style="list-style-type: none"> - Lowest priced technically responsive, eligible and qualified bid. - Compliance with the delivery terms and conditions/completion deadline set by UNDP. - Full acceptance of the Contract General Terms and Conditions of UNDP <p>UNDP might proceed with awarding the contract only for one lot or more based on the offered prices for each lot.</p> <p>Award Criteria: Non-Discretionary "Pass/Fail" Criteria on the Technical Requirements, and Lowest price offer of technically qualified/responsive Bid</p> <p>Evaluation Criteria: It will consist of 3 stages, namely stage of:</p> <ol style="list-style-type: none"> Preliminary Evaluation, Eligibility and Qualification Assessment. Technical Evaluation; and Financial Evaluation. <p>Please refer to the detailed evaluation criteria in ITB SECTION 4: EVALUATION CRITERIA.</p>
19		Expected date for commencement of Contract	<i>August 31, 2022</i>
20		Maximum expected duration of contract	45 days
21	35	UNDP will award the contract to:	One or more Proposers, depending on the following factors : The lowest fully compliant bidder for each lot
22	39	Type of Contract	Contract for Goods and/or Services to UNDP http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
23	39	UNDP Contract Terms and Conditions that will apply	UNDP General Terms and Conditions for Contracts http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
24		Other Information Related to the ITB	<i>[All other instructions and information not yet mentioned so far in this Data Sheet but are relevant to the ITB must be cited here, and any further entries that may be added below this table row]</i>
		Post Qualification Actions	<ul style="list-style-type: none"> ➤ Verification of accuracy, correctness and authenticity of the information provided by the Proposer on the legal, technical and financial documents submitted;

			<ul style="list-style-type: none"> ➤ Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; ➤ Inquiry and reference checking with other previous clients on the quality of performance on ongoing or previous contracts completed; ➤ Assessment of Suppliers current workload for ongoing projects. ➤ Ocular Inspections/Visits to the previously completed projects for other clients. <p>Ocular Inspection of current Office, equipment possessed, and ongoing construction sites handled by the company</p>
		Fraud, Corruption, Collusion, Unethical practices, and Obstruction	<p>UNDP implements a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical practices, and obstruction. UNDP is committed to preventing, identifying and addressing all acts of fraud and corrupt practices against UNDP as well as third parties involved in UNDP activities. (See</p> <ul style="list-style-type: none"> ➤ http://www.undp.org/about/transparencypdocs/UNDP_Anti_Fraud_Policy_English_FINAL_june_2011.pdf and http://www.undp.org/content/undp/en/home/operations/procurement/procurement_protest for full description of the policies)

Section 4. Evaluation Criteria

Preliminary Examination Criteria

Bids will be examined to determine whether they are complete and submitted in accordance with ITB requirements as per below criteria on a Yes/No basis:

- Appropriate signatures
- Power of Attorney
- Minimum Bid documents provided
- Bid Validity
- Required the documents stipulated in the Form B

Minimum Eligibility and Qualification Criteria

Eligibility and Qualification will be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria, unless otherwise specified.

Subject	Criteria	Document Submission requirement
ELIGIBILITY		
Legal Status	Vendor is a legally registered entity.	Form B: Bidder Information Form
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with ITB clause 3.	Form A: Bid Submission Form
Conflict of Interest	No conflicts of interest in accordance with ITB clause 4.	Form A: Bid Submission Form
Bankruptcy	Has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.	Form A: Bid Submission Form
Certificates and Licenses	<ul style="list-style-type: none"> ▪ Certificate of Registration of the business, including Articles of Incorporation, or equivalent document if Bidder is not a corporation. ▪ Official appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country ▪ Provide the legally registered JV certificate in case of selection but before contract signing in accordance with section 5 of this ITB. One of the partners MUST be a Local representative to cater to the services that may be necessary during the defect liability period. 	Form B: Bidder Information Form
QUALIFICATION		
History of Non-Performing Contracts¹	Non-performance of a contract did not occur as a result of Supplier default for the last 3 years.	Form D: Qualification Form

¹ Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the Supplier,

Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 3 years.	Form D: Qualification Form
Previous Experience	Minimum 2 years of relevant experience in the supply of furniture.	Form D: Qualification Form
	<p>Minimum 2 contracts of for supply of furniture of similar value, nature and complexity implemented over the last 5 years.</p> <p>Minimum 1 similar contract for the supply of furniture amounting equivalent to/or more than US\$100,000,000/- successfully completed</p> <p><i>Please provide contact details and copy of the contract or proof of supply of the implemented project(s).</i></p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet the requirement).</i></p>	Form D: Qualification Form
Financial Standing	<p>The minimum annual turnover should be equivalent of USD100,000 in any single year for the last 5 years (2016-2017-2018-2019-2020). The bidders, having completed a certified audited financial statement for 2021 can also submit the report, which will be considered for evaluation.</p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet the requirement).</i></p>	Form D: Qualification Form
	<p>Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability.</p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet the requirement).</i></p> <p>Note: Additionally, UNDP may request other financial documents such as Credit Line Facility, Bank Statements etc. in order to see the bidders' financial soundness (if required).</p> <p>UNDP shall verify the financial capacity of the bidder and has the authority to seek references from concerned parties & banks on the bidder' financial standing.</p> <p>UNDP had the right to reject any bid if submitted by a Supplier whose investigation leads to a result that he is not Financially capable and/ or had serious financial problems.</p> <p>UNDP has zero-tolerance for fraud and corruption, meaning that UNDP vendors are not to engage in fraud or corruption. Vendors engaged in fraud and corruption will be subject to sanctions. Fraud includes the submission of fraudulent or misrepresented documents, such as bid securities and financial statements.</p>	Form D: Qualification Form

including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the Supplier. Non-performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

Technical Evaluation	<p>The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document. Bids do not comply with technical requirement and bid's compliance sheets will be rejected and the offer will be disqualified accordingly.</p> <p>UNDP might visit the supplier facilities to verify the proposed products that fully meet the requirement</p>	Form E: Technical Bid Form
Financial Evaluation	<ul style="list-style-type: none"> ✓ Detailed analysis of the price schedule based on requirements listed in Section 5 and quoted for by the bidders in Form F. ✓ Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) ✓ Comparison with budget/internal estimates. ✓ Detailed analysis of the price schedule based on requirements listed in Section 5 and quoted for by the bidders in Form F. ✓ Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) Comparison with budget/internal estimates. <p>Price Deviation: Bidders shall quote reasonable bid prices with an acceptable margin of deviation in comparison to the real local market prices at the time of bids preparation. In case of Unbalanced pricing (i.e. despite an acceptable total evaluated price, the price of one or more BoQ line items is significantly over or understated), UNDP had the right to reject the unbalanced bid if it determines that the lack of balance does pose an unacceptable Risk to UNDP.</p>	Form F: Price Schedule Form
Compliance Sheet	<p>Compliance Sheets to be duly filled up and stamped indicating the details of the furniture to be offered, where applicable</p> <p>The bid should be fully compliant with the minimum technical requirements indicated in the compliance sheets</p>	<p>Submit complete compliance sheets as per datasheet and ITB requirements</p> <p>Or</p> <p>Photo of the products</p>

Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities



General Introductions




1. For the sake of brevity, the terms "rates" shall be deemed to mean "lump sums, unit rates and l or prices" as and where applicable.
2. The Contract Price Schedule / Bills of Quantities shall be read in conjunction with the Contract and all referenced documents.
3. The Bill of Quantities, including all notes and instructions, form an integral part of the Contract Documents. However, the descriptions contained herein for each item are not necessarily complete. The Supplier must referred to the Conditions of Contract and other Documents, Specifications and Drawings as well as relevant Standards and Codes of Practice for further information as no claim or variation will be considered on account of the Suppliers' failure to do so.
4. "All Suppliers' rates shall include for, but not be limited to, the following where applicable and appropriate;
 - I. All costs associated with the supply of materials. Said costs shall include all taxes, duties, import costs, tariffs, mixing and preparation and all loading and transportation costs.
 - II. All labour and supervision costs, whether local or expatriate, including all welfare, social security, medical, protective clothing, taxes and all other outgoings.
 - III. Direct costs, expenses, overheads and profit for the complete performance of the Works.
5. The Suppliers' rates entered against the respective items shall be deemed to be fully inclusive rates for the finished works inferred by such items and shall include without limitation, all labour costs, wages, overtime, bonus, travelling, housing, holidays, pensions, national insurance, welfare and other payments, contributions, taxes, levies, or expenses payable in respect of labour as applicable under and in accordance with law, safety, health welfare, insurance, materials, consumables, constructional plant, machinery, equipment, transport, haulage, scaffolding, staging, appliances, temporary works, temporary services, stores, workshops, accommodation, fences, co-operation with other Suppliers, samples, preparation of shop drawings, testing, watching, lighting safety, security taxes, custom duties, supervision, overhead charges, profit as well as all other contingent expenses, liabilities, obligations, responsibilities and risk arising out of the Conditions of Contract, the Specifications and the other Contract documents, cleaning and clearing up and maintenance of the Works.
6. The Supplier shall take measures and exercise caution to protect the site during the course of the supply, as directed by, and to the entire satisfaction of the Clients /UNDP Representative. Supplier must be responsible for the protection of all existing services within the site and shall make good any damage to existing services resulting from his carrying out of the goods to the satisfaction of the Clients Representative and relevant authorities at its own expense.




The below listed lots:


Please refer to attached detailed BOQs for each lots.



➤ Lot1: LF-All




ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-01	Covid Screening Desk Product name: Um Rectangular Desk Laminate panel and top Size L: 100cm x D: 80cm x H: 74cm Add: Stand Up with support for Sanitizer Dispenser, Gloves & Mask An Option to add personalized Logo Product name: Stand Up Metal Black matt Size L: Dimensions: cm 31,4x 25 xh 117.80	Nos	2		Rectangular desk with modesty panel, wire management:flipper, cable tray and cable spine. Without pedestal. Dimension:1000x800x750mm.H Finishes:Tabletop/Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:TBC Legs:Powder coated metal Please Note: Excluding stand support for Sanitizer dispenser, gloves and Mask
LF-02	Nest Table Finishes: Square shape table top with polished Leg base	Nos	3		Height adjustable table Square table in height adjustable with meta base. Dimension:400x400x560-760mm.H Finishes: Steel painted,Black




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-03	Task Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Polished base	Nos	2		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1, Color: Black Base: Nylon, Color: Black
LF-04	Single Seater Sofa Finishes: Upholstery: Fabric 2, Color: TBC Legs: Black	Nos	2		Low back chair with trestle swivel base. Finishes: Upholstery: Fabric 2, Color: TBC Legs: Black
LF-05	Hexagonal Seat Dimension: 630x520x400mm.H Finishes: Fabric Upholstery	Nos	3		Asymmetrical pouf in fully upholstered with glides. Dimension: 630x520x400mm.H Finishes: Upholstery: Fabric Cento, Felt, Felt Melange, Valencia, Velvet, Color: TBC




ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-06	Round Pouf Dimension: 450-520mm dia x 400-450mm.H Finishes: Fabric Upholstery	Nos	7		Round pouf in fully upholstered. Dimensions: 520Dia.x370mm.H Finishes: Upholstery: Fabric Cento, Felt, Felt Melange, Valencia, Velvet, Color: TBC
LF-07	Small Pouf Dimension: Refer to drawings Finishes: Fabric upholstered or Foam coated	Nos	1		Fully upholstered dual color with glides. Dimension: 700/650x420mm.H Finishes: Upholstery: Synthetic leather CAT C, COLOR: TBC
LF-08	Big Pouf Dimension: Refer to drawings Finishes: Fabric upholstered or Foam coated	Nos	1		Fully upholstered dual color with glides. Dimension: 880/760x420mm.H Finishes: Upholstery: Synthetic leather CAT C, COLOR: TBC




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-09	Coffee Table 1 Table top:Painted steel,Color:TBC Base:Painted steel,Color:TBC	Nos	2		Triangular shape top coffee with wire base.Dimensions:700x700x500mm.H Table top:Painted steel,Color:TBC Base:Painted steel,Color:TBC Finishes: Base:Painted steel,Color:TBC
LF-10	Coffee Table 2 Finishes: Bean shape / circular table top with polished Leg base	Nos	5		Round coffee table with steel frame. Dimension:580Dia.x470mm.H Finishes: Table top & Frame:Steel, Black/White




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-11	Phonebooth with stool complete with accessories	Nos	1		<p>Construction based on the metal frame and honeycomb board with aluminum nodes. The side walls and the upper finial made of 3-layer honeycomb board, 38 mm (1,49in) thickness, both sides melamine covered, finished with 2mm (0,07in) edge bending, with zero-joint edge laser technology. The electrification with USB port (in anthracite). Back glass panels made in the glued technology (safety glass), 5.5.2* Front glass panel made of tempered, bonded glass, 5.5.2*, with handle. * 5mm (0.19in) of glass – 2 layers of acoustic film – 5mm (0.19in) of glass. Anti-seismic floor - prepared for earthquake anchorage.</p> <p>Dimension: W1000 x D900 x H2230 mm</p> <p>Finishes:</p> <p>Upholstery: Fabric Petrus</p> <p>Exterior: Black + Clear Back Glass</p>
LF-12	Nest Table Finishes: Square shape table top with polished Leg base	Nos	3		<p>Fixed height movable table Square table with with meta base.</p> <p>Dimension: 400x400x560mm.H Finishes:</p> <p>Steel painted, Black</p>



ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-13	High Table Dimension: 1200-1400 x 400-600 x 1100mmH Finishes: Laminate top on powdercoated or painted finish legs	Nos	2		High table with wooden legs Dimension: 1200x700x1050 mm.H Finishes: Table top:HPL, Fenix,Color:TBC Legs Frame:Ash Stained W2
LF-13.1	Stool	Nos	4		High chair. For 1050 mm height desks. Steel framework. Entirely moulded in cold-cure polyurethane. Dimension:500x570x440sh/790mm.H Finishes: Upholstery:Fabric Synergy,Color:TBC Base: solid ash wood with painted metal footring and glides
LF-14	Square Pouf Dimensions:580x580x390mm.H Finishes: Upholstery :Fabric Felt, Felt Melange, Valencia, Solo	Nos	3		Square pouf in fully upholstered. Dimensions:580x580x390mm.H Finishes: Upholstery :Fabric Felt, Felt Melange, Valencia, Solo



ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-15	Rectangular High Dining Table Dimension:3000x1000x740mm.H Finishes: Table top:Solid laminate,Color:TBC Legs:Powder coated metal,Color:TBC	Nos	1		Rectangular table high with 4 legs. Dimension:3000x790x1070mm.H Finishes: Table top:Solid laminate,Color:TBC Legs:Powder coated metal,Color:TBC
LF-16	Square Dining Table Dimension:700 x 700Table top:Laminate,Color:TBCBase:Powder coated metal, Color:TBC	Nos	7		Square table with metal flat base plate. Dimension: 790x790x 742mm.H Finishes: Table top:Solid Laminate,Color:TBC Base:Powder coated metal, Color:Black
LF-17	Dining Chair Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black	Nos	6		Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black

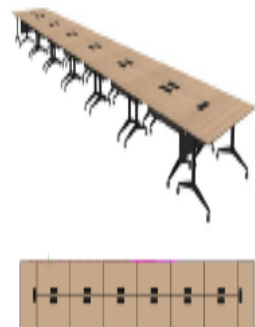

ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-18	Dining Stool Stackable high stool with steel sled base	Nos	8		Bar stool with one piece shell seat and with wooden 4 legs. Dimension:500x460x740sh/850mm.H Finishes: Shell:Polypropylene, Color:TBC Legs:Soaped Oak Veneer
LF-19	Task Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Black base	Nos	2		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black
LF-20	Lectern The deluxe lectern includes a microphone, light, slide out shelf, and slide out step stool. The adjustable shelf allows for easy storage, while the fully-finished back panels are hinged to allow for wire access. With two dual wheel casters, this lectern is easily moved from space to space	Nos	2		Lecture lectern with adjustable height. Dimension:596x493x998-1325mm.H Finishes: Powder coated metal:Antracite/Black



ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-21	2 Pax Square Dining Table Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black	Nos	2		Square table 10mm thk. Top , chamfered edge with square base. Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black
LF-22	Dining Chair Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black	Nos	4		Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black
LF-23	Single Seater Sofa Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black	Nos	2		High back chair with trestle swivel base. Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black



ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-24	Centre Table Dimension:500Dia.x450mm.HFinishes:Steel painted,Black	Nos	3		Round coffee table with tri metal base.Dimension:500Dia.x450mm.HFinishes:Steel painted,Black
LF-25	Single Seater Sofa Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black	Nos	4		Armchair in fully upholstered with steel base. Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black
LF-26	Credenza Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm.H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC	Nos	1		Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm.H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC



ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
	8, 12 & 36 PAX MEETING/CONFERENCE ROOM				
LF-27	Meeting Table Table Top: Standard Laminate with Nano Safe Structure: Metallic Paint / Wood Electrification: E2 Total Dim: 2400x1000x720 mm	Nos	2		Rectangular meeting table with wire management: flipper, cable tray and central panel leg Dimension: (2400x1200x740mm.H) Finishes: Table top: Melamine, Color: TBC Legs: Powder coated metal
LF-28	Meeting Chair Back: Mesh Seat: Fabric/Leat Base: Black base on castor	Nos	16		Low back chair in fully upholstered seat and back, tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back: Synthetic Leather CAT N, Color: TBC Base & Arms: Matt Black





ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-29	3 Pax Table Model: Flip Structure colour: metallic Type of top: Laminate Dim: 3600x800, H=735 (Composed of 3 Desk L: 120cm)	Set	4		Foldable rectangular table with lockable casters. Dimension:3200x800x730mm.H Finishes: Table top:Melamine ,Color:TBC Legs:Powder coated metal,Color:TBC
LF-30	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor	Nos	12		Low back chair in fully upholstered seat and back,tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back:Synthetic Leather CAT N,Color-TBC Base& Arms:Matt Black




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-31	Conference Table Flip top conference table Size: 1600x800, H=735 (16nos)	Item	1		Foldable tables with modesty panel, wire management: flipper and cable tray with metal legs Total Dimension: 12400x1600x730mm.H Each Desk: 1800x800x730mm.H Finishes: Table top/Flipper: Melamine, Color: TBC Legs: Powder coated metal, Black Modesty panel: Powder coated steel, Black
LF-32	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor	Nos	36		Low back chair in fully upholstered seat and back, tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back: Synthetic Leather CAT N, Color: TBC Base & Arms: Matt Black
10 PAX CONFERENCE ROOM					



ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-33	10 Pax Rectangular Table Barrel shape meeting table with wire management:flipper cable tray and cable riser metal legs Dimension:3200x1700x730mm.H Finishes: Table top/ Flipper: Melamine Square Edge Legs:Polished Legs, Black Rails	Nos	1		Rectangularmeeting table with wire management:flipper, cable tray and central panel leg Dimension:(3200x1200x740mm.H) Finishes: Table top:Melamine,Color:TBC Legs:Powder coated metal
LF-34	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor	Nos	10		Low back chair in fully upholstered seat and back,tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back:Synthetic Leather CAT N,Color-TBC Base& Arms:Matt Black
SUPPORT, ADMIN & VISITING SUPPORT, VISITING MISSIONS, OPEN WORKSTATIONS					




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-35	2 Pax Linear Workstation Dimension: 2800 x 800 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included	Nos	6		Rectangular desk with middle side screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension: 2800x800x750mm.H 1400x800x740mm.H Each desk Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White
LF-36	2 Pax Linear Workstation with high dividing panel Dimension: 2800 x 800 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included	Nos	3		Rectangular desk with freestanding high middle high screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included Total Dimension: 2800x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H-Freestanding screen Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White



ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-36.1	6 Pax Workstation with high dividing panel Dimension: 4200 x 800 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Size: 1400mmL x 800mmW each desk Power Module: Not included	Nos	1		Rectangular desk with freestanding high middle high screen, wire management:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included Total Dimension:4200x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H-Freestanding screen Finishes: Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White
LF-37	3 Pax Linear Workstation Dimension: 4200 x 800 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Size: 1400mmL x 800mmW each desk Power Module: Not included	Nos	1		Rectangular desk with front and middle side screen, wire management:flipper, cable tray and cable spine.3 Drawer mobile pedestal included.*Power module not included.Total Dimension:4200x800x740mm.H1400x800x740mm.H Each desk Finishes:Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White



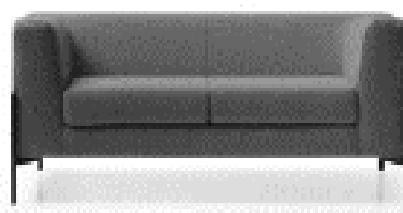
ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-38	2 Pax Workstation Dimension: 1400 x 1600 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Power Module: Not included	Nos	7	 	Rectangular desk with front screen, wire management:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension:1400x1600x750mm.H 1400x800x740mm.H Each desk Finishes: Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White
LF-38.1	2 Pax Workstation Dimension: 1600 x 1600 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Size: 1600mmL x 800mmW each desk Power Module: Not included	Nos	8	 	Rectangular desk with front screen, wire management:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension:1400x1600x750mm.H 1400x800x740mm.H Each desk Finishes: Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White

ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-39	4 Pax Workstation Dimension: 2800 x 1600 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included	Nos	1	 	Rectangular desk with front screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension: 2800x1600x750mm.H 1400x800x740mm.H Each desk Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White
LF-40	Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Polished bas	Nos	61		Medium back chair with mechanism, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1, Color: Black Base: Nylon, Color: Black



ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-41	Low Height Credenza Low height cabinet with standard handle and lock. Dimension:800-900x434x770mm.H Finishes: Table top:Melamine,Color:TBC	Nos	39		Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC
UNIT HEAD, OFFICERS AND ENCLOSED OFFICE A&B					
LF-42	Desk Rectangular desk with modesty panel, wiremanagement:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included.Dimension:1600x800x740mm.HFinishes:Table top/Modesty panel:Melamine, Color:WhiteLegs/Metal part:Powder coated metal,Color:BlackPedestal:Melamine,WhitePower Module: Not included	Nos	52		Rectangular desk with modesty panel, wire management:flipper, cable tray and cable spine. 3 Drawer pedestal includedDimension:1800x800x750mm.H-Desk Finishes:Table top/Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:TBCLegs:Powder coated metal




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-43	Chair Mesh mid back chair and upholstered seat with lumbar support, adjustable arms and polished base	Nos	52		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black
LF-44	Visitors Chair Fabric seat and mesh mid back chair with 5 star black base	Nos	52		Light work armchair , fabric seat, mesh back, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black
LF-45	Low Height Credenza Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC	Nos	67		Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC

ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
	COUNTRY DIRECTORS & HEAD OF AGENCY				
LF-46	L-Desk Rectangular desk with return, modesty panel, Wire management: Flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension: 2000x1600x750mm.H Finishes: Table top/ Modesty: Melamine, Color: TBC Pedestal: Melamine, Color: White Legs: Powder coated metal, Color: TBC	Nos	4		Rectangular desk with return, modesty panel, Wire management: Flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension: 2000x1600x750mm.H Finishes: Table top/ Modesty: Melamine, Color: TBC Pedestal: Melamine, Color: White Legs: Powder coated metal, Color: TBC
LF-47	Chair High back chair with headrest, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1 Color: TBC Base: Nylon, Color: Black	Nos	4		High back chair with headrest, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1 Color: TBC Base: Nylon, Color: Black



ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-48	Visitors/Informal Meeting Chair Mesh mid back chair and upholstered seat with fixed armrest and Black Base	Nos	8		Light work armchair , fabric seat, mesh back, 5 star base on casters. Finishes: Upholstery: Fabric 1, Color: Black Base: Nylon, Color: Black
LF-49	Single Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 98cm x D: 98cm x H: 85cm	Nos	6		Armchair in fully upholstered with wooden legs. Dimension: 880x880x720sh/700mm.H Finishes: Upholstery: Seat Fabric 3, Color: TBC Legs: Powder coated metal , Black
LF-49.1	2 Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 180cm x D: 98cm x H: 85cm	Nos	2		Armchair in fully upholstered with wooden legs. Dimension: 1450X760X410SH/640mm.H Finishes: Upholstery: Seat Fabric 3, Color: TBC Legs: Powder coated metal , Black



ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-50	Side Table Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black	Nos	2		Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black
LF-50.1	Centre Table Rectangular coffee table with square base. Dimension:1000-1200x600x430mm.H Finishes: Table top:Wood Legs:Painted Black	Nos	2		Rectangular coffee table with round edge and rectangular flat base. Dimension: 1200X600X430mm.H Finishes: Table top:Lacquered,Block 420 Base:Metal Black
LF-51	Medium Height Credenza Low height cabinet with standard handle and lock. Dimension: 800-900x434x1150mm.H Finishes: Table top:Melamine,Color:TBC	Nos	6		Low height cabinet with standard handle and lock. Dimension:900x434x1150mm.H Finishes: Table top:Melamine,Color:TBC




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-52	Informal Meeting Table 900mm dia.	Nos	2		Coffee table with round edge and rectangular flat base. Dimension: 900Dia.x750mm.H Finishes: Table top:Melamine,Color:TBC Base:Powder coated metal,Black
EXECUTIVE ASSISTANT					
LF-53	Desk Rectangular desk with modesty panel, wiremanagement:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension:1600x800x740mm.H Finishes: Table top/Modesty panel:Melamine, Color:White Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White Power Module: Not included	Nos	1		Rectangular desk with modesty panel, wire management:flipper, cable tray and cable spine. 3 Drawer pedestal included Dimension:1800x800x750mm.H-Desk Finishes: Table top/ Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:TBC Legs:Powder coated metal

ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-54	Chair Mesh mid back chair and upholstered seat with lumbar support, adjustable arms and polished base	Nos	1		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black
LF-55	Visitors Chair Fabric seat and mesh mid back chair with 5 star black base	Nos	1		Light work armchair , fabric seat, mesh back, 5 star base on casters.Finishes:Upholstery:Fabric 1, Color:BlackBase:Nylon,Color:Black
LF-56	Low Height Credenza Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC	Nos	1		Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC

ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-57	Single Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 98cm x D: 98cm x H: 85cm	Nos	2		Armchair in fully upholstered with wooden legs. Dimension:880x880x720sh/700mm.H Finishes: Upholstery:Seat Fabric 3,Color:TBC Legs:Powder coated metal ,Black
LF-58	Centre Table Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black	Nos	1		Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black
DIRECTORS OFFICE					



ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-59	L-Desk L-shape desk with modesty panel, wire management:flipper,cable tray 3 equal Drawers with pencil tray on casters Total Dimension:2000x1900x740mm.H Pedestal:570x480x595mm.H Finishes: Desktop/legs/Modesty :Wood,Color:TBC Pedestal :Wood,Color:TBC Power Module: Not included	Nos	1		L-shape desk with modesty panel, wire management:flipper,cable tray 3 equal Drawers with pencil tray on casters Total Dimension:2000x1900x740mm.H Pedestal:570x480x595mm.H Finishes: Desktop/legs/Modesty :Wood,Color:TBC Pedestal :Wood,Color:TBC
LF-60	Chair High back chair with headrest, travel limiter, adjustable lumbar support, armrests, gaslift, 5 star base on casters. Dimension:690x690x1200mm.H Finishes: Seat/Headrest: Fabric 2 , Color-Black Back:Mesh , Color:TBC Frame/Base:Textured Black	Nos	1		High back chair with headrest, travel limiter, adjustable lumbar support, armrests, gaslift, 5 star base on casters. Dimension:690x690x1200mm.H Finishes: Seat/Headrest: Fabric 2 , Color-Black Back:Mesh , Color:TBC Frame/Base:Textured Black




ITEM Ref:	DESCRIPTION/GENERAL/Common AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-61	Vistors Chair Mesh mid back chair and upholstered seat with fixed armrest and Black Base	Nos	2		Light work armchair , fabric seat, mesh back, 5 star base on casters. Finishes: Upholstery: Fabric 1, Color: Black Base: Nylon, Color: Black
LF-62	3 Seater Sofa Dimension: 2400x800x420sh/730mm.H Finishes: Upholstery: Synthetic leather/ Fabric 2, Color: TBC Legs: Painted, Black	Nos	2		3 Seater sofa in fully upholstered with metal structure. Dimension: 2400x800x420sh/730mm.H Finishes: Upholstery: Synthetic leather/ Fabric 2, Color: TBC Legs: Painted, Black




ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-63	Single Seater Sofa Armchair infully upholstered with metal structure. Dimension800x800x420sh/730mm.H Finishes: Upholstery:Synthetic leather/Fabric 2,Color:TBC Legs:Painted, Black	Nos	2		Armchair infully upholstered with metal structure. Dimension800x800x420sh/730mm.H Finishes: Upholstery:Synthetic leather/Fabric 2,Color:TBC Legs:Painted, Black
LF-64	Centre Table Coffee table with 2 layer tops and metal frame . Dimensions:1200x1200x400mm.H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered	Nos	1		Coffee table with 2 layer tops and metal frame . Dimensions:1200x1200x400mm.H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered
LF-65	Side Table Coffee table with 2 layer tops and metal frame . Dimensions:600x600x500mm.H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered	Nos	2		Coffee table with 2 layer tops and metal frame . Dimensions:600x600x500mm.H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered



ITEM Ref:	DESCRIPTION/GENERAL/COMMON AREA	UNIT	QTY	IMAGE (for illustration purposes only)	DESCRIPTION
LF-66	Medium Height Credenza 3 Door cabinet with melamine inside matching the framework (polar white or dark grey). A single key for every doors. Dimension: 1800x440x750mm.H Finishes: Carcass:Melamine,Color:TBC Doors:Wood,Color:TBC	Nos	1		3 Door cabinet with melamine inside matching the framework (polar white or dark grey). A single key for every doors. Dimension: 1800x440x750mm.H Finishes: Carcass:Melamine,Color:TBC Doors:Wood,Color:TBC


➤ **Lot2: LF-HYBIRD**




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
	GENERAL/COMMON AREA				
LF-01	<p>Covid Screening Desk Product name: Um Rectangular Desk Laminate panel and top Size L: 100cm x D: 80cm x H: 74cm</p> <p>Add: Stand Up with support for Sanitizer Dispenser, Gloves & Mask An Option to add personalized Logo Product name: Stand Up Metal Black matt Size L: Dimensions: cm 31,4x 25 xh 117.80</p>		<p>Rectangular desk with modesty panel, wire management: flipper, cable tray and cable spine. Without pedestal. Dimension: 1000x800x750mm.H Finishes: Tabletop/Modesty: Melamine, Color: TBC Pedestal: Melamine, Color: TBC Legs: Powder coated metal</p> <p>Please Note: Excluding stand support for Sanitizer dispenser, gloves and Mask</p>	Nos	2
LF-02	<p>Nest Table Finishes: Square shape table top with polished Leg base</p>		<p>Height adjustable table Square table in height adjustable with meta base. Dimension: 400x400x560-760mm.H Finishes: Steel painted, Black</p>	Nos	3




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-03	Task Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Polished base		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	2
LF-04	Single Seater Sofa Finishes: Upholstery:Fabric 2, Color:TBC Legs:Black		Low back chair with trestle swivel base. Finishes: Upholstery:Fabric 2, Color:TBC Legs:Black	Nos	2
LF-05	Hexagonal Seat Dimension:630x520x400mm.H Finishes: Fabric Upholstery		Asymetrical pouf in fully upholstered with glides. Dimension:630x520x400mm.H Finishes: Upholstery:Fabric Cento, Felt, Felt Melange, Valencia, Velvet, Color:TBC	Nos	3




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-06	Round Pouf Dimension:450-520mm dia x 400-450mm.H Finishes: Fabric Upholstery		Round pouf in fully upholstered. Dimensions:520Dia.x370mm.H Finishes: Upholstery:Fabric Cento, Felt, Felt Melange, Valencia, Velvet, Color:TBC	Nos	7
LF-07	Small Pouf Dimension: Refer to drawings Finishes: Fabric upholstered or Foam coated		Fully upholstered dual color with glides. Dimension:700/650x420mm.H Finishes: Upholstery:Synthetic leather CAT C, COLOR:TBC	Nos	1
LF-08	Big Pouf Dimension: Refer to drawings Finishes: Fabric upholstered or Foam coated		Fully upholstered dual color with glides. Dimension:880/760x420mm.H Finishes: Upholstery:Synthetic leather CAT C, COLOR:TBC	Nos	1




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-09	Coffee Table 1 Table top:Painted steel,Color:TBC Base:Painted steel,Color:TBC		Triangular shape top coffee with wire base. Dimensions:700x700x500mm.H Finishes: Table top:Painted steel,Color:TBC Base:Painted steel,Color:TBC	Nos	2
LF-10	Coffee Table 2 Finishes: Bean shape / circular table top with polished		Round coffee table with steel frame.Dimension:580Dia.x470mm.HFinishes:Table top & Frame:Steel, Black/White	Nos	5




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-11	Phonebooth with stool complete with accessories		Construction based on the metal frame and honeycomb board with aluminum nodes. The side walls and the upper finial made of 3-layer honeycomb board, 38 mm (1,49in) thickness, both sides melamine covered, finished with 2mm (0,07in) edge bending, with zero-joint edge laser technology. The electrification with USB port (in anthracite). Back glass panels made in the glued technology (safety glass), 5.5.2* Front glass panel made of tempered, bonded glass, 5.5.2*, with handle.* 5mm (0.19in) of glass – 2 layers of acoustic film – 5mm (0.19in) of glass. Anti-seismic floor - prepared for earthquake anchorage. Dimension: W1000 x D900 x H2230 mm Finishes: Uphsolstery: Fabric Petrus Exterior: Black + Clear Back Glass	Nos	1
LF-12	Nest Table Finishes: Square shape table top with polished Leg base		Fixed height movable table Square table with with meta base. Dimension:400x400x560mm.H Finishes: Steel painted,Black	Nos	3



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-13	High Table Dimension: 1200-1400 x 400-600 x 1100mmH Finishes: Laminate top on powdercoated or painted finish legs		High table with wooden legs Dimension: 1200x700x1050 mm.H Finishes: Table top:HPL, Fenix,Color:TBC Legs Frame:Ash Stained W2	Nos	2
LF-13.1	Stool		High chair. For 1050 mm height desks. Steel framework. Entirely moulded in cold-cure polyurethane. Dimension:500x570x440sh/790mm.H Finishes: Upholstery:Fabric Synergy,Color:TBC Base: solid ash wood with painted metal footring and glides	Nos	4
LF-14	Square Pouf Dimensions:580x580x390mm.H Finishes: Upholstery :Fabric Felt, Felt Melange, Valencia, Solo		Square pouf in fully upholstered. Dimensions:580x580x390mm.H Finishes: Upholstery :Fabric Felt, Felt Melange, Valencia, Solo	Nos	3



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-15	Rectangular High Dining Table Dimension:3000x1000x740mm.H Finishes: Table top:Solid laminate,Color:TBC Legs:Powder coated metal,Color:TBC		Rectangular table high with 4 legs. Dimension:3000x790x1070mm.H Finishes: Table top:Solid laminate,Coolor:TBC Legs:Powder coated metal,Color:TBC	Nos	1
LF-16	Square Dining Table Dimension:700 x 700 Table top:Laminate,Color:TBC Base:Powder coated metal, Color:TBC		Square table with metal flat base plate. Dimension: 790x790 x742mm.H Finishes: Table top:Solid Laminate,Color:TBC Base:Powder coated metal, Color:Black	Nos	7
LF-17	Dining Chair Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black		Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black	Nos	6


M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-18	Dining Stool Stackable high stool with steel sled base		Bar stool with one piece shell seat and with wooden 4 legs. Dimension:500x460x740sh/850mm.H Finishes:Shell:Polypropylene, Color:TBC Legs:Soaped Oak Veneer	Nos	8
LF-19	Task Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Black base		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	2
LF-20	Lectern The deluxe lectern includes a microphone, light, slide out shelf, and slide out step stool. The adjustable shelf allows for easy storage, while the fully-finished back panels are hinged to allow for wire access. With two dual wheel casters, this lectern is easily moved from space to space		Lecture lectern with adjustable height. Dimension:596x493x998-1325mm.H Finishes: Powder coated metal:Antracite/Black	Nos	2



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-21	2 Pax Square Dining Table Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black		Square table 10mm thk. Top , chamfered edge with square base. Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black	Nos	2
LF-22	Dining Chair Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black		Chair with metal legs. Dimension:535x540x460sh/790m m.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black	Nos	4
LF-23	Single Seater Sofa Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black		High back chair with trestle swivel base. Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black	Nos	2



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-24	Centre Table Dimension:500Dia.x450mm.H Finishes: Steel painted,Black		Round coffee table with tri metal base. Dimension:500Dia.x450mm.H Finishes: Steel painted,Black	Nos	3
LF-25	Single Seater Sofa Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black		Armchair in fully upholstered with steel base. Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black	Nos	4
LF-26	Credenza Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm.H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC		Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm. H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC	Nos	1



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
	8, 12 & 36 PAX MEETING/CONFERENCE ROOM				
LF-27	Meeting Table Table Top: Standard Laminate with Nano Safe Structure: Metallic Paint / Wood Electrification: E2 Total Dim: 2400x1000x720 mm		Rectangular meeting table with wire management: flipper, cable tray and central panel leg Dimension: (2400x1200x740mm. H) Finishes: Table top: Melamine, Color: TBC Legs: Powder coated metal	Nos	1
LF-28	Meeting Chair Back: Mesh Seat: Fabric/Leat Base: Black base on castor		Low back chair in fully upholstered seat and back, tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back: Synthetic Leather CAT N, Color: TBC Base & Arms: Matt Black	Nos	16



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-29	3 Pax Table Model: Flip Structure colour: metallic Type of top: Laminate Dim: 3600x800, H=735 (Composed of 3 Desk L: 120cm)		Foldable rectangular table with lockable casters. Dimension: 3200x800x730mm.H Finishes: Table top: Melamine, Color: TBC Legs: Powder coated metal, Color: TBC	Set	4
LF-30	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor		Low back chair in fully upholstered seat and back, tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back: Synthetic Leather CAT N, Color: TBC Base & Arms: Matt Black	Nos	12




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-31	Conference Table Flip top conference table Size: 1600x800, H=735 (16nos)		Foldable tables with modesty panel, wire management: flipper and cable tray with metal legs Total Dimension: 12400x1600x730mm. H Each Desk: 1800x800x730mm.H Finishes: Table top/Flipper: Melamine, Color: TBC Legs: Powder coated metal, Black Modesty panel: Powder coated steel, Black	Item	1
LF-32	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor		Low back chair in fully upholstered seat and back, tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back: Synthetic Leather CAT N, Color: TBC Base & Arms: Matt Black	Nos	36
10 PAX CONFERENCE ROOM					



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-33	10 Pax Rectangular Table Barrel shape meeting table with wire management:flipper cable tray and cable riser metal legs Dimension:3200x1700x730mm.H Finishes: Table top/ Flipper: Melamine Square Edge Legs:Polished Legs, Black Rails		Rectangularmeeting table with wire management:flipper, cable tray and central panel leg Dimension:(3200x1200x740mm. H) Finishes: Table top:Melamine,Color:TBC Legs:Powder coated metal	Nos	1
LF-34	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor		Low back chair in fully upholstered seat and back,tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back:Synthetic Leather CAT N,Color-TBC Base& Arms:Matt Black	Nos	10
	SUPPORT, ADMIN & VISITING SUPPORT, VISITING MISSIONS, OPEN WORKSTATIONS				




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-35	2 Pax Linear Workstation Dimension: 2800 x 800 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with middle side screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension: 2800x800x750mm.H 1400x800x740mm.H Each desk Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White	Nos	5
LF-36	2 Pax Linear Workstation with high dividing panel Dimension: 2800 x 800 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with freestanding high middle high screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension: 2800x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H- Freestanding screen Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White	Nos	3



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-36.1	6 Pax Workstation with high dividing panel Dimension: 4200 x 800 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with freestanding high middle high screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included Total Dimension: 4200x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H-Freestanding screen Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White	Nos	0
LF-37	3 Pax Linear Workstation Dimension: 4200 x 800 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with front and middle side screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. *Power module not included. Total Dimension: 4200x800x740mm.H 1400x800x740mm.H Each desk Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White	Nos	1



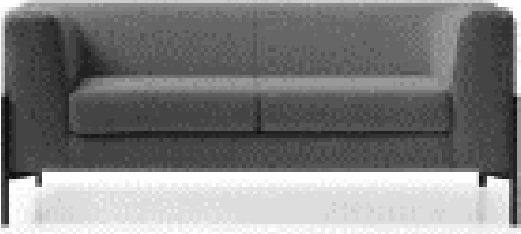
M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-38	2 Pax Workstation Dimension: 1400 x 1600 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Power Module: Not included		Rectangular desk with front screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension: 1400x1600x750mm.H 1400x800x740mm.H Each desk Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White	Nos	3
LF-38.1	2 Pax Workstation Dimension: 1600 x 1600 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1600mmL x 800mmW each desk Power Module: Not included		Rectangular desk with front screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension: 1400x1600x750mm.H 1400x800x740mm.H Each desk Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White	Nos	8

M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-39	4 Pax Workstation Dimension: 2800 x 1600 x 720-740mmH Table top: Melamine/Laminate, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine/Laminate, White Size: 1400mmL x 800mmW each desk Power Module: Not included	 	Rectangular desk with front screen, wire management: flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Total Dimension: 2800x1600x750mm.H 1400x800x740mm.H Each desk Finishes: Table top: Melamine, Color: White Screen: Upholstery Fabric C, Color: TBC Legs/Metal part: Powder coated metal, Color: Black Pedestal: Melamine, White	Nos	1
LF-40	Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Polished bas		Medium back chair with mechanism, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1, Color: Black Base: Nylon, Color: Black	Nos	61



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-41	Low Height Credenza Low height cabinet with standard handle and lock. Dimension:800-900x434x770mm.H Finishes: Table top:Melamine,Color:TBC		Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC	Nos	22
UNIT HEAD, OFFICERS AND ENCLOSED OFFICE A&B					
LF-42	Desk Rectangular desk with modesty panel, wiremanagement:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension:1600x800x740mm.H Finishes: Table top/Modesty panel:Melamine, Color:White Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White Power Module: Not included		Rectangular desk with modesty panel, wire management:flipper, cable tray and cable spine. 3 Drawer pedestal included Dimension:1800x800x750mm.H- Desk Finishes: Table top/ Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:TBC Legs:Powder coated metal	Nos	30




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-43	Chair Mesh mid back chair and upholstered seat with lumbar support, adjustable arms and polished base		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	49
LF-44	Vistors Chair Fabric seat and mesh mid back chair with 5 star black base		Light work armchair , fabric seat, mesh back, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	51
LF-45	Low Height Credenza Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC		Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC	Nos	53

M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
	COUNTRY DIRECTORS & HEAD OF AGENCY				
LF-46	L-Desk Rectangular desk with return, modesty panel, Wire management: Flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension: 2000x1600x750mm.H Finishes: Table top/ Modesty: Melamine, Color: TBC Pedestal: Melamine, Color: White Legs: Powder coated metal, Color: TBC		Rectangular desk with return, modesty panel, Wire management: Flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension: 2000x1600x750mm.H Finishes: Table top/ Modesty: Melamine, Color: TBC Pedestal: Melamine, Color: White Legs: Powder coated metal, Color: TBC	Nos	4
LF-47	Chair High back chair with headrest, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1 Color: TBC Base: Nylon, Color: Black		High back chair with headrest, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1 Color: TBC Base: Nylon, Color: Black	Nos	3



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-48	Vistors/Informal Meeting Chair Mesh mid back chair and upholstered seat with fixed armrest and Black Base		Light work armchair , fabric seat, mesh back, 5 star base on casters.Finishes:Upholstery:Fabric 1, Color:BlackBase:Nylon,Color:Black	Nos	8
LF-49	Single Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 98cm x D: 98cm x H: 85cm		Armchair in fully upholstered with wooden legs. Dimension:880x880x720sh/700mm.H Finishes: Upholstery:Seat Fabric 3,Color:TBC Legs:Powder coated metal ,Black	Nos	4
LF-49.1	2 Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 180cm x D: 98cm x H: 85cm		Armchair in fully upholstered with wooden legs. Dimension:1450X760X410SH/640mm.H Finishes: Upholstery:Seat Fabric 3,Color:TBC Legs:Powder coated metal ,Black	Nos	2



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-50	Side Table Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black		Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black	Nos	2
LF-50.1	Centre Table Rectangular coffee table with square base. Dimension:1000-1200x600x430mm.H Finishes: Table top:Wood Legs:Painted Black		Rectangular coffee table with round edge and rectangular flat base. Dimension: 1200X600X430mm.H Finishes: Table top:Lacquered,Block 420 Base:Metal Black	Nos	2
LF-51	Medium Height Credenza Low height cabinet with standard handle and lock. Dimension: 800-900x434x1150mm.H Finishes: Table top:Melamine,Color:TBC		Low height cabinet with standard handle and lock. Dimension:900x434x1150mm.H Finishes: Table top:Melamine,Color:TBC	Nos	5




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-52	Informal Meeting Table 900mm dia.		Coffee table with round edge and rectangular flat base. Dimension: 900Dia.x750mm.H Finishes: Table top:Melamine,Color:TBC Base:Powder coated metal,Black	Nos	2
	EXECUTIVE ASSISTANT				
LF-53	Desk Rectangular desk with modesty panel, wiremanagement:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension:1600x800x740mm.H Finishes: Table top/Modesty panel:Melamine, Color:White Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White Power Module: Not included		Rectangular desk with modesty panel, wire management:flipper, cable tray and cable spine. 3 Drawer pedestal included Dimension:1800x800x750mm.H- Desk Finishes: Table top/ Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:TBC Legs:Powder coated metal	Nos	0

M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-54	Chair Mesh mid back chair and upholstered seat with lumbar support, adjustable arms and polished base		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	1
LF-55	Vistors Chair Fabric seat and mesh mid back chair with 5 star black base		Light work armchair , fabric seat, mesh back, 5 star base on casters.Finishes:Upholstery:Fabric 1, Color:BlackBase:Nylon,Color:Black	Nos	1
LF-56	Low Height Credenza Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC		Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC	Nos	1

M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-57	Single Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 98cm x D: 98cm x H: 85cm		Armchair in fully upholstered with wooden legs. Dimension:880x880x720sh/700m m.H Finishes: Upholstery:Seat Fabric 3,Color:TBC Legs:Powder coated metal ,Black	Nos	0
LF-58	Centre Table Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black		Square coffee table with square base. Dimension:600x600x430mm.H Finishes: Table top:Wood Legs:Painted Black	Nos	0
DIRECTORS OFFICE					



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-59	L-Desk L-shape desk with modesty panel, wire management:flipper,cable tray 3 equal Drawers with pencil tray on casters Total Dimension:2000x1900x740mm.H Pedestal:570x480x595mm.H Finishes: Desktop/legs/Modesty :Wood,Color:TBC Pedestal :Wood,Color:TBC Power Module: Not included		L-shape desk with modesty panel, wire management:flipper,cable tray 3 equal Drawers with pencil tray on casters Total Dimension:2000x1900x740mm.H Pedestal:570x480x595mm.H Finishes: Desktop/legs/Modesty :Wood,Color:TBC Pedestal :Wood,Color:TBC	Nos	1
LF-60	Chair High back chair with headrest, travel limiter, adjustable lumbar support, armrests, gaslift, 5 star base on casters. Dimension:690x690x1200mm.H Finishes: Seat/Headrest: Fabric 2 , Color-Black Back:Mesh , Color:TBC Frame/Base:Textured Black		High back chair with headrest, travel limiter, adjustable lumbar support, armrests, gaslift, 5 star base on casters. Dimension:690x690x1200mm.H Finishes: Seat/Headrest: Fabric 2 , Color-Black Back:Mesh , Color:TBC Frame/Base:Textured Black	Nos	1




M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-61	Vistors Chair Mesh mid back chair and upholstered seat with fixed armrest and Black Base		Light work armchair , fabric seat, mesh back, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	2
LF-62	3 Seater Sofa Dimension:2400x800x420sh/730mm.H Finishes: Upholstery:Synthetic leather/Fabric 2,Color:TBC Legs:Painted, Black		3 Seater sofa infully upholstered with metal structure. Dimension:2400x800x420sh/730 mm.H Finishes: Upholstery:Synthetic leather/Fabric 2,Color:TBC Legs:Painted, Black	Nos	2



M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-63	Single Seater Sofa Armchair infully upholstered with metal structure. Dimension800x800x420sh/730mm.HFinishes:Upholstery:Syntheti c leather/Fabric 2,Color:TBC Legs:Painted, Black		Armchair infully upholstered with metal structure. Dimension800x800x420sh/730m m.HFinishes:Upholstery:Synthetic leather/Fabric 2,Color:TBC Legs:Painted, Black	Nos	2
LF-64	Centre Table Coffee table with 2 layer tops and metal frame . Dimensions:1200x1200x400mm.H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered		Coffee table with 2 layer tops and metal frame . Dimensions:1200x1200x400mm. H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered	Nos	1
LF-65	Side Table Coffee table with 2 layer tops and metal frame . Dimensions:600x600x500mm.H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered		Coffee table with 2 layer tops and metal frame . Dimensions:600x600x500mm.H Finishes: Table top:Lacquered/ Oak,Color:TBC Frame/Legs:Black thermo-lacquered	Nos	2


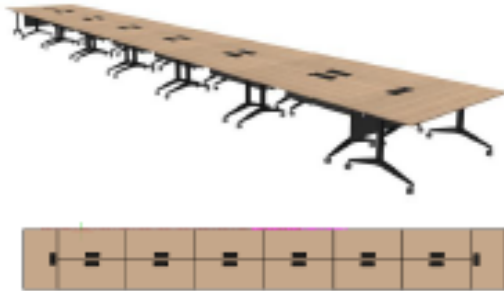
M Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-66	Medium Height Credenza 3 Door cabinet with melamine inside matching the framework (polar white or dark grey). A single key for every doors. Dimension: 1800x440x750mm.H Finishes: Carcass:Melamine,Color:TBC Doors:Wood,Color:TBC		3 Door cabinet with melamine inside matching the framework (polar white or dark grey). A single key for every doors. Dimension: 1800x440x750mm.H Finishes: Carcass:Melamine,Color:TBC Doors:Wood,Color:TBC	Nos	1



➤ **Lot3: LF-WB-ALL**



ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-21	2 Pax Square Dining Table Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black		Square table 10mm thk. Top , chamfered edge with square base. Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black	Nos	2
LF-22	Dining Chair Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black		Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black	Nos	4



ITEM Ref:	DESCRIPTION GENERAL/COMMON AREA	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-23	Single Seater Sofa Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black		High back chair with trestle swivel base. Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black	Nos	2
LF-24	Centre Table Dimension:500Dia.x450mm.H Finishes: Steel painted,Black		Round coffee table with tri metal base. Dimension:500Dia.x450mm.H Finishes: Steel painted,Black	Nos	3
LF-25	Single Seater Sofa Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black		Armchair in fully upholstered with steel base. Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black	Nos	4

ITEM Ref:	DESCRIPTION GENERAL/COMMON AREA	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-26	Credenza Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm.H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC		Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm.H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC	Nos	1
8, 12 & 36 PAX MEETING/CONFERENCE ROOM					
LF-29	3 Pax Table Model: Flip Structure colour: metallic Type of top: Laminate Dim: 3600x800, H=735 (Composed of 3 Desk L: 120cm)		Foldable rectangular table with lockable casters. Dimension:3200x800x730mm.H Finishes: Table top:Melamine ,Color:TBC Legs:Powder coated metal,Color:TBC	Set	4



ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-30	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor		Low back chair in fully upholstered seat and back, tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back: Synthetic Leather CAT N, Color- TBC Base & Arms: Matt Black	Nos	12
LF-31	Conference Table Flip top conference table Size: 1600x800, H=735 (16nos)		Foldable tables with modesty panel, wire management: flipper and cable tray with metal legs Total Dimension: 12400x1600x730mm.H Each Desk: 1800x800x730mm.H Finishes: Table top/Flipper: Melamine, Color: TBC Legs: Powder coated metal, Black Modesty panel: Powder coated steel, Black	Item	1




ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-32	Meeting Chair Back: Mesh/Synthetic LeatherSeat: Fabric/Synthetic LeatherBase: Black base on castor		Low back chair in fully upholstered seat and back,tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back:Synthetic Leather CAT N,Color-TBC Base& Arms:Matt Black	Nos	36
SUPPORT, ADMIN & VISITING SUPPORT, VISITING MISSIONS, OPEN WORKSTATIONS					
LF-36	2 Pax Linear Workstation with high dividing panel Dimension: 2800 x 800 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with freestanding high middle high screen, wire management:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included Total Dimension:2800x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H-Freestanding screen Finishes: Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White	Nos	3

ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-36.1	6 Pax Workstation with high dividing panel Dimension: 4200 x 800 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with freestanding high middle high screen, wire management:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included Total Dimension:4200x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H-Freestanding screen Finishes: Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White	Nos	1
LF-40	Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Polished bas		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	12
UNIT HEAD, OFFICERS AND ENCLOSED OFFICE A&B					



ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-42	Desk Rectangular desk with modesty panel, wiremanagement:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension:1600x800x740mm.H Finishes: Table top/Modesty panel:Melamine, Color:White Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White Power Module: Not included		Rectangular desk with modesty panel, wire management:flipper, cable tray and cable spine. 3 Drawer pedestal included Dimension:1800x800x750mm.H-Desk Finishes: Table top/ Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:TBC Legs:Powder coated metal	Nos	22
LF-43	Chair Mesh mid back chair and upholstered seat with lumbar support, adjustable arms and polished base		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	22




ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-44	Vistors Chair Fabric seat and mesh mid back chair with 5 star black base		Light work armchair , fabric seat, mesh back, 5 star base on casters. Finishes: Upholstery: Fabric 1, Color: Black Base: Nylon, Color: Black	Nos	22
LF-45	Low Height Credenza Low height cabinet with standard handle and lock. Dimension: 900x434x770mm.H Finishes: Table top: Melamine, Color: TBC		Low height cabinet with standard handle and lock. Dimension: 900x434x770mm.H Finishes: Table top: Melamine, Color: TBC	Nos	31
COUNTRY DIRECTORS					



ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-46	L-Desk Rectangular desk with return, modesty panel,Wire management:Flipper,cable tray and cable spine. 3 Drawer mobile pedestal included.Dimension:2000x1600x750mm.H Finishes:Table top/ Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:WhiteLegs:Powder coated metal,Color:TBC		Rectangular desk with return, modesty panel,Wire management:Flipper,cable tray and cable spine. 3 Drawer mobile pedestal included.Dimension:2000x1600x750mm.H Finishes:Table top/ Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:WhiteLegs:Powder coated metal,Color:TBC	Nos	2
LF-47	Chair High back chair with headrest, standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1 Color:TBC Base:Nylon,Color:Black		High back chair with headrest, standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1 Color:TBC Base:Nylon,Color:Black	Nos	2


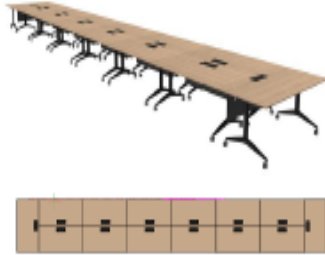
ITEM Ref:	DESCRIPTION GENERAL/Common Area	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-49	Single Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 98cm x D: 98cm x H: 85cm		Armchair in fully upholstered with wooden legs. Dimension: 880x880x720sh/700mm.H Finishes: Upholstery: Seat Fabric 3, Color: TBC Legs: Powder coated metal, Black	Nos	4
LF-50	Side Table Square coffee table with square base. Dimension: 600x600x430mm.H Finishes: Table top: Wood Legs: Painted Black		Square coffee table with square base. Dimension: 600x600x430mm.H Finishes: Table top: Wood Legs: Painted Black	Nos	2
LF-51	Medium Height Credenza Low height cabinet with standard handle and lock. Dimension: 800-900x434x1150mm.H Finishes: Table top: Melamine, Color: TBC		Low height cabinet with standard handle and lock. Dimension: 900x434x1150mm.H Finishes: Table top: Melamine, Color: TBC	Nos	2



➤ **Lot4: LF-WB-HYBIRD**



ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-21	2 Pax Square Dining Table Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black		Square table 10mm thk. Top , chamfered edge with square base. Dimension:690x690x740 mm.H Finishes: Table top:Solid laminate, White Base:Powder coated metal,Black	Nos	2
LF-22	Dining Chair Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black		Chair with metal legs. Dimension:535x540x460sh/790mm.H Finishes: Shell:Polypropylene,Color:TBC Legs:Powder coated metal,Black	Nos	4



ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-23	Single Seater Sofa Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black		High back chair with trestle swivel base. Finishes: Upholstery:Fabric 3, Color:TBC Legs:Black	Nos	2
LF-24	Centre Table Dimension:500Dia.x450mm.H Finishes: Steel painted,Black		Round coffee table with tri metal base. Dimension:500Dia.x450mm.H Finishes: Steel painted,Black	Nos	3
LF-25	Single Seater Sofa Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black		Armchair in fully upholstered with steel base. Finishes: Upholstery:Synergy ,Color:TBC Base:Steel,Black	Nos	4



ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-26	Credenza Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm.H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC		Drop door base with matt lacquered basement; built-in handle. Dimensions:2004x500x700xmm.H Finishes: Carcass & Door:Lacquered,Color:TBC Legs:Lacquered,Color:TBC	Nos	1
8, 12 & 36 PAX MEETING/CONFERENCE ROOM					
LF-29	3 Pax Table Model: Flip Structure colour: metallic Type of top: Laminate Dim: 3600x800, H=735 (Composed of 3 Desk L: 120cm)		Foldable rectangular table with lockable casters. Dimension:3200x800x730mm.H Finishes: Table top:Melamine ,Color:TBC Legs:Powder coated metal,Color:TBC	Set	4



ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-30	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor		Low back chair in fully upholstered seat and back,tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back:Synthetic Leather CAT N,Color-TBC Base& Arms:Matt Black	Nos	12
LF-31	Conference Table Flip top conference tableSize: 1600x800, H=735 (16nos)		Foldable tables with modesty panel, wire management:flipper and cable tray with metal legsTotal Dimension:12400x1600x730mm.H Each Desk:1800x800x730mm.H Finishes:Table top/Flipper: Melamine,Color:TBC Legs:Powder coated metal,Black Modesty panel:Powder coated steel,Black	Item	1



ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-32	Meeting Chair Back: Mesh/Synthetic Leather Seat: Fabric/Synthetic Leather Base: Black base on castor		Low back chair in fully upholstered seat and back,tilting mechanism, gaslift, steel tube arms fixed and 5 star base on casters Finishes: Seat & Back:Synthetic Leather CAT N,Color-TBC Base& Arms:Matt Black	Nos	36
SUPPORT, ADMIN & VISITING SUPPORT, VISITING MISSIONS, OPEN WORKSTATIONS					
LF-36	2 Pax Linear Workstation with high dividing panel Dimension: 2800 x 800 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with freestanding high middle high screen, wire management:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included Total Dimension:2800x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H-Freestanding screen Finishes: Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White	Nos	3

ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-36.1	6 Pax Workstation with high dividing panel Dimension: 4200 x 800 x 720-740mmH Table top:Melamine/Laminate, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine/Laminate,White Size: 1400mmL x 800mmW each desk Power Module: Not included		Rectangular desk with freestanding high middle high screen, wire management:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included Total Dimension:4200x800x750mm.H 1400x800x740mm.H Each desk 1000x1750mm.H-Freestanding screen Finishes: Table top:Melamine, Color:White Screen:Upholstery Fabric C,Color:TBC Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White	Nos	0
LF-40	Chair Mid height chair with adjustable arms and lumbar support Back: Mesh Seat: Fabric Base: Polished bas		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	12
UNIT HEAD, OFFICERS AND ENCLOSED OFFICE A&B					

ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-42	Desk Rectangular desk with modesty panel, wiremanagement:flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension:1600x800x740mm.H Finishes: Table top/Modesty panel:Melamine, Color:White Legs/Metal part:Powder coated metal,Color:Black Pedestal:Melamine,White Power Module: Not included		Rectangular desk with modesty panel, wire management:flipper, cable tray and cable spine. 3 Drawer pedestal included Dimension:1800x800x750mm.H-Desk Finishes: Table top/ Modesty:Melamine,Color:TBC Pedestal:Melamine,Color:TBC Legs:Powder coated metal	Nos	22
LF-43	Chair Mesh mid back chair and upholstered seat with lumbar support, adjustable arms and polished base		Medium back chair with mechanism ,standard mechanism, travel limiter,standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery:Fabric 1, Color:Black Base:Nylon,Color:Black	Nos	22

ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-44	Vistors Chair Fabric seat and mesh mid back chair with 5 star black base		Light work armchair , fabric seat, mesh back, 5 star base on casters.Finishes:Upholstery:Fabric 1, Color:BlackBase:Nylon,Color:Black	Nos	22
LF-45	Low Height Credenza Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC		Low height cabinet with standard handle and lock. Dimension:900x434x770mm.H Finishes: Table top:Melamine,Color:TBC	Nos	31
COUNTRY DIRECTORS					

ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-46	L-Desk Rectangular desk with return, modesty panel, Wire management: Flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension: 2000x1600x750mm.H Finishes: Table top/ Modesty: Melamine, Color: TBC Pedestal: Melamine, Color: White Legs: Powder coated metal, Color: TBC		Rectangular desk with return, modesty panel, Wire management: Flipper, cable tray and cable spine. 3 Drawer mobile pedestal included. Dimension: 2000x1600x750mm.H Finishes: Table top/ Modesty: Melamine, Color: TBC Pedestal: Melamine, Color: White Legs: Powder coated metal, Color: TBC	Nos	2
LF-47	Chair High back chair with headrest, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1 Color: TBC Base: Nylon, Color: Black		High back chair with headrest, standard mechanism, travel limiter, standard upholstery seat, adjustable arms, 5 star base on casters. Finishes: Upholstery: Fabric 1 Color: TBC Base: Nylon, Color: Black	Nos	1

ITEM Ref:	DESCRIPTION	IMAGE (for illustration purposes only)	DESCRIPTION	UNIT	QTY
LF-49	Single Seater Sofa Upholstery: Fabric Upholstery and Black Painted metal base Size L: 98cm x D: 98cm x H: 85cm		Armchair in fully upholstered with wooden legs. Dimension: 880x880x720sh/700mm.H Finishes: Upholstery: Seat Fabric 3, Color: TBC Legs: Powder coated metal, Black	Nos	2
LF-50	Side Table Square coffee table with square base. Dimension: 600x600x430mm.H Finishes: Table top: Wood Legs: Painted Black		Square coffee table with square base. Dimension: 600x600x430mm.H Finishes: Table top: Wood Legs: Painted Black	Nos	2
LF-51	Medium Height Credenza Low height cabinet with standard handle and lock. Dimension: 800-900x434x1150mm.H Finishes: Table top: Melamine, Color: TBC		Low height cabinet with standard handle and lock. Dimension: 900x434x1150mm.H Finishes: Table top: Melamine, Color: TBC	Nos	1

Section 5b: Other Related Requirements

Further to the Schedule of Requirements in the preceding Table, Bidders are requested to take note of the following additional requirements, conditions, and related services pertaining to the fulfillment of the requirements: *[check the condition that applies to this ITB, delete the entire row if condition is not applicable to the goods being procured]*

Delivery Term [INCOTERMS 2010] (Pls. link this to price schedule)	DDP Riyadh, Saudi Arabia
Exact Address of Delivery/Installation Location	United Nations Building Diplomatic Quarter Ibn El-Nafis Roundabout 9 Riyadh 11614 Kingdom of Saudi Arabia
Mode of Transport Preferred	Any mode of transport
UNDP Preferred Freight Forwarder, if any	N/A
Distribution of shipping documents (if using freight forwarder)	N/A
Customs, if required, clearing shall be done by:	Supplier
Ex-factory / Pre-shipment inspection	N/A
Inspection upon delivery	Yes, to verify the items are meet the set specifications
Installation Requirements	Yes, the supplier should install the items at the United Nations Building
Testing Requirements	As per specifications and set standard
Scope of Training on Operation and Maintenance	N/A
Commissioning	The supplier is required to install the items at UN Building
Warranty Period	1 Year
Local Service Support	N/A
Technical Support Requirements	N/A
After-sale services Requirements	<input checked="" type="checkbox"/> Warranty on Parts for minimum period of 6 months
Payment Terms (max. advanced payment is 20% as per UNDP policy)	100% within 30 days upon UNDP's acceptance of the goods delivered as specified and receipt of invoice
Conditions for Release of Payment	<input checked="" type="checkbox"/> Inspection upon arrival at destination <input checked="" type="checkbox"/> Installation <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with ITB requirements
All documentations, including catalogues, instructions and operating manuals, shall be in this language	English; and/or Arabic

Section 6: Returnable Bidding Forms / Checklist

This form serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Bid, please ensure compliance with the Bid Submission instructions of the BDS 22.

Technical Bid:

Have you duly completed all the Returnable Bidding Forms?	
▪ Form A: Bid Submission Form	<input type="checkbox"/>
▪ Form B: Bidder Information Form	<input type="checkbox"/>
▪ Form C: Joint Venture/Consortium/ Association Information Form	<input type="checkbox"/>
▪ Form D: Qualification Form	<input type="checkbox"/>
▪ Form E: Format of Technical Bid/Bill of Quantities	<input type="checkbox"/>
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>

Price Schedule:

▪ Form F: Price Schedule Form	<input type="checkbox"/>
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Form A: Bid Submission Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	ITB-SAU-22-007 - Supply, delivery and installation of assorted furniture for United Nations Building		

We, the undersigned, offer to supply the goods and related services required for [Insert Title of goods and services] in accordance with your Invitation to Bid No. [Insert ITB Reference Number] and our Bid. We hereby submit our Bid, which includes this Technical Bid and Price Schedule.

Our attached Price Schedule is for the sum of [Insert amount in words and figures and indicate currency].

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium /Association members or subSuppliers or suppliers for any part of the contract:

- a) is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists;
- b) have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization;
- c) have no conflict of interest in accordance with Instruction to Bidders Clause 4;
- d) do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
- e) have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
- f) undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact.

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by the UNDP.

We offer to supply the goods and related services in conformity with the Bidding documents, including the UNDP General Conditions of Contract and in accordance with the Schedule of Requirements and Technical Specifications.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Bid and bind it should UNDP accept this Bid.

Name: _____

Title: _____

Date: _____

Signature: _____

[Stamp with official stamp of the Bidder]

Form B: Bidder Information Form

Legal name of Bidder	[Complete]
Legal address	[Complete]
Year of registration	[Complete]
Bidder's Authorized Representative Information	Name and Title: [Complete] Telephone numbers: [Complete] Email: [Complete]
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UGNM vendor number]
Are you a UNDP vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, [insert UNDP vendor number]
Countries of operation	[Complete]
No. of full-time employees	[Complete]
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) <i>(If yes, provide a Copy of the valid Certificate):</i>	[Complete]
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? <i>(If yes, provide a Copy of the valid Certificate):</i>	[Complete]
Does your Company have a written Statement of its Environmental Policy? <i>(If yes, provide a Copy)</i>	[Complete]
Does your organization demonstrates significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues	[Complete]
Is your company a member of the UN Global Compact	[Complete]
Contact person that UNDP may contact for requests for clarifications during Bid evaluation	Name and Title: [Complete] Telephone numbers: [Complete]

	Email: [Complete]
<p>Please attach the following documents:</p>	<ul style="list-style-type: none"> ▪ Company Profile, including printed brochures and product catalogues relevant to the goods and/or services being procured. ▪ Certificate of Incorporation/ Business Registration ▪ Trade name registration papers, if applicable ▪ Last five years Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report for the past five years (2015, 2016, 2017, 2018 and 2019). The bidders having completed a certified audited financial statement for 2020 can also submit the report which will be considered for evaluation. ▪ List and value of projects performed for the last 5 years plus client's contact details who may be contacted for further information on those contracts; ▪ Statement of satisfactory Performance (Certificates) from the top two clients in terms of Contract value in similar field; ▪ Declaration of Warranty on furniture part of BOQs for 1 Year; ▪ Implementation Plan/Timetable is 6 Weeks ▪ Catalogues/brochure/photos of the proposed Furniture ▪ ▪ Form A: Bid Submission Form (Mandatory) ▪ Form B: Bidder Information Form ▪ Form C: Joint Venture/Consortium/ Association Information Form, <i>if applicable</i>. ▪ Form D: Qualification Form ▪ Form E: Format of Technical Bid (including Implementation plan and Technical compliance sheet) ▪ Form F: Price Schedule Form <p>UNDP reserves the right to reject any bid which does not include all of the above documentation.</p>

Form C: Joint Venture/Consortium/Association Information Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	ITB-SAU-22-007 - Supply, delivery and installation of assorted furniture for United Nations Building		

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information <i>(address, telephone numbers, fax numbers, e-mail address)</i>	Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed
1	[Complete]	[Complete]
2	[Complete]	[Complete]
3	[Complete]	[Complete]

Name of leading partner (with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution)	[Complete]
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We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

☐ Letter of intent to form a joint venture **OR** ☐ JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNDP for the fulfillment of the provisions of the Contract.

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Form D: Eligibility and Qualification Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	ITB-SAU-22-007 - Supply, delivery and installation of assorted furniture for United Nations Building		

If JV/Consortium/Association, to be completed by each partner.

History of Non- Performing Contracts

<input type="checkbox"/> Non-performing contracts did not occur during the last 3 years			
<input type="checkbox"/> Contract(s) not performed in the last 3 years			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

<input type="checkbox"/> No litigation history for the last 3 years			
<input type="checkbox"/> Litigation History as indicated below			
Year of dispute	Amount in dispute (in US\$)	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience

Please list only previous similar assignments successfully completed in the last 3 years.

List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Bidder

should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by UNDP.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken

Bidders may also attach their own Project Data Sheets with more details for assignments above.

☐ Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

Financial Standing

Annual Turnover for the last 3 years	Year	USD
	Year	USD
	Year	USD
Latest Credit Rating (if any), indicate the source		

Financial information (in US\$ equivalent)	Historic information for the last 3 years		
	Year 1	Year 2	Year 3
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio			

☐ Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies;
- Historic financial statements must be audited by a certified public accountant;
- Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

Form E: Format of Technical Bid

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	ITB-SAU-22-007 - Supply, delivery and installation of assorted furniture for United Nations Building		

The Bidder’s Bid should be organized to follow this format of the Technical Bid. Where the bidder is presented with a requirement or asked to use a specific approach, the bidder must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

SECTION 1: Bidder’s qualification, capacity and expertise

Bidder should provide detailed of its firm and company profile, which should reflects brands, previous projects, ..etc

SECTION 1: Bidder’s qualification, capacity and expertise

1.1 Top (three or more) Projects implemented during the last 7 years:

Project Description	Client	Amount in US\$	Year of Completion	% Completed	Performance Evaluation

1.2 Current on-going commitments (if any with UNDP & Other Clients);

Project Description	Client Name	Amount in US\$	Completion Ratio	Anticipated date of Completion

SECTION 2: Scope of Supply, Technical Specifications, and Related Services

This section should demonstrate the Bidder’s responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed bid meets or exceeds the requirements/specifications. All important aspects should be addressed in sufficient detail.

- 2.1 Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
- 2.2 Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-Suppliers and how everyone will function as a team.

Description	Yes/No	If Yes, please provide details
Please confirm if any part of the works will be subcontracted		

FORM F: Price Schedule Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	ITB-SAU-22-007 - Supply, delivery and installation of assorted furniture for United Nations Building		

The Bidder is required to prepare the Price Schedule following the below format. The Price Schedule must include a detailed cost breakdown of all goods and related services to be provided. Separate figures must be provided for each functional grouping or category, if any.

Any estimates for cost-reimbursable items, such as travel of experts and out-of-pocket expenses, should be listed separately.

Currency of the Bid: [Insert Currency]

Price Schedule

Please refer to attached detailed BOQ for each lot

Name of Bidder:	_____
Authorised signature:	_____
Name of authorised signatory:	_____
Functional Title:	_____