

Section 1. Request for Quotation (RFQ) - Letter of Invitation

Dear Sir/Madam,

The United Nations Entity for Gender Equality and the Empowerment of Women, hereinafter referred to as UN Women hereby invites prospective vendors to submit a quotation(s) in accordance with the Request for Quotation (RFQ) documents, including General Conditions of Contract (GCC) and the Terms of Reference as set out in this RFQ.

To enable you to submit a proposal, please read the following documents carefully.

- Section 1. This Letter of Invitation
- Section 2. Instructions to Vendors (including referenced General Conditions of Contract and Model Forms of Contract, available publicly on the UN Women website at: <https://www.unwomen.org/en/about-us/procurement/contract-templates-and-general-conditions-of-contract>)
- Section 3. Information Sheet
- Section 4. Terms of Reference/Schedule of Requirements/Statement of Works

Your submission should include the following:

- Form A: Quotation Submission Form
- Form B: Technical and Financial Offer
- Form C: Voluntary Agreement to Promote Gender Equality and Women's Empowerment (*optional - completed online*)
- Form D: Format For CV Of Proposed Key Personnel, if required

If you are interested in submitting a quotation in response to this RFQ, please prepare your quotation in accordance with the requirements and procedure as set out in this RFQ and submit it by the deadline set out in the notice.

Should you require further clarifications, kindly communicate with the procuring office through the "Messages" function in Quantum.

We look forward to receiving your proposal,
UN Women Procurement

Tender Overview

Kahramanmaras Women's Shelters:
Home/Industrial Appliances
IT/Electronics
Kahramanmaras Violence Monitoring and Prevention Centers:
IT/Electronics

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1 Overview

1.1 General Information

Title	Procurement of Home/Industrial Appliances and IT/Electronics - Kahramanmaras
Contact Point	Procurement Unit
Outcome	
E-Mail	turkiye.operations@unwomen.org
Reference Number	UNW-TUR-2024-00044
Beneficiary Country	TUR
Introduction	Dear Sir/Madam,

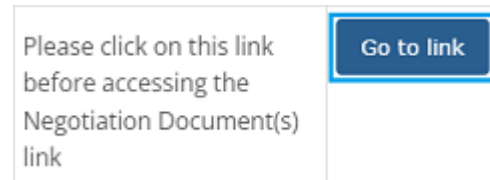
The United Nations Entity for Gender Equality and the Empowerment of Women, hereinafter referred to as UN Women hereby invites prospective vendors to submit a quotation(s) in accordance with the Request for Quotation (RFQ) documents, including General Conditions of Contract (GCC) and the terms as set out in this RFQ.

Existing Suppliers: Navigate to the Quantum Supplier Portal (<http://supplier.quantum.partneragencies.org/>) to log in to the system.

New Suppliers: If you are viewing this notice on UNGM, click on "Links" tab >> "Supplier Registration" >> "Go to link" and you will be re-directed to the registration page of the Quantum Supplier Portal.



To view the solicitation documents - click on "Links" tab >> "Negotiation Document(s)" >> "Go to link". Please ensure to navigate to "Please click on this link before accessing the Negotiation Document(s) link" - this action needs to be done once to enable the access to the solicitation documents.



For more information, see the ["UN Women Quantum supplier guideline"](#).

1.2 Tender Timeline

Preview Date	
Open Date	23/02/24 09:56 AM
Close Date	01/03/24 14:30 PM

Time Zone Coordinated Universal Time

1.3 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
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1.4 Terms

Negotiation Currency TRY

2 Requirements

**Response is required*

While submitting your financial offer to the system, please kindly check the item number. The ranking may vary in the system.

Finansal teklifinizin sisteme girisini yaparken lutfen urun siralamalarini kontrol ediniz. Sistemdeki siralama degisiklik gosterebilir.

2.1 Section 1. Requested Documents

- *1. Please upload **Form A: Quotation Submission Form** in the format provided in this RFQ.
- *2. Please upload **Form B: Technical and Financial Offer** in the format provided in this RFQ.

2.2 Section 2. Women-Owned Details

- *1. Please select the status of the women-owned entity
Hint: Please make sure to fill the Business classification section.
- *2. Total number of management board/team members (regardless of gender) :
- *3. Total number of women in the management board / team:
- *4. Is your company a signatory to Women's Empowerment principles, which is offering guidance to business on how to promote gender equality and women's empowerment in the workplace, marketplace and community? <https://www.weps.org/>
- *5. **(Optional) Form C: Voluntary Agreement to Promote Gender Equality and Women's Empowerment Between the Bidder And The United Nations Entity for Gender Equality and the Empowerment of Women**

The United Nations Entity for Gender Equality and the Empowerment of Women, a composite entity of the United Nations established by the United Nations General Assembly by its resolution 64/289 of 2 July 2010 (hereinafter referred to as "UN Women") strongly encourages (Name of the Contractor) (hereinafter referred to as the "Contractor") to partake in achieving the following objectives:

- Acknowledge values & principles of [gender equality](#) and [women's empowerment](#);
- Provide information and statistical data (that relates to policies and initiatives that promote gender equality and women empowerment), upon request;
- Participate in dialogue with UN Women to promote gender equality and
- women's empowerment in their location, industry and organization;
- Establish high-level corporate leadership for gender equality;
- Treat women and men fairly at work and respect and support human rights and nondiscrimination;
- Ensure health, safety and wellbeing of all women and men workers;
- Promote education, training and professional development for women;
- Implement enterprise development, supply chain and marketing practices that empower women;

- Promote equality through community initiatives and advocacy;
- Measure and publicly report on progress to achieve gender equality;
- Adhere to values of respect for fundamental human rights, social justice and human dignity, and respect for the equal rights of men and women, enshrined in the United Nations (UN) Charter and the [UN Supplier Code of Conduct](#).

*4. Please provide URL/link to WEPs profile

a.1. *Response attachments are optional.*

*4. My company is committed to gender equality and women's empowerment and we would like to join the

b.1. global community of signatories to the Women's Empowerment Principles (WEPs). We will register our commitment at: www.weps.org/join

2.3 Section 3. Minimum requirements

*1. Please indicate whether your quotation meets the minimum technical requirements/specifications.

*2.

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the goods 10 working days after Contr
Delivery Terms (INCOTERMS 2010)	Delivered at Place (DAP)
Customs clearance (must be linked to INCOTERM	<input checked="" type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation <input type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	Dulkadiroğlu/Kahramanmaraş Onikişubat /Kahramanmaraş The exact addresses will be clarified after contract issuance
Distribution of shipping documents (if using freight forwarder)	N/A

Packing Requirements	N/A
Training on Operations and Maintenance	N/A
Warranty Period	Minimum 2 years
After-sales service and local service support requirements	Minimum 1 year
Preferred Mode of Transport	Land

Please indicate whether your quotation meets the delivery terms and lead times.

Hint: Please indicate whether your quotation meets the delivery requirements as the goods 10 working days after Contract signature.

*3. Please indicate whether your quotation meets the requirements for the period of quotation validity.

*4. Please indicate whether your quotation meets the requirements for the payment terms.

*5.

Technical Specifications for Goods:

Item No	Item	Minimum technical requirements	Unit
1	Air conditioner (Klima)	BTU 12000 DemirDöküm Wall Mounted SPLIT (BTU: 12000 DemirDöküm Duvar Tipi SPLIT Klima)	Each
2	Tea machine (Çay makinesi)	1500 watt boiling, 150 watt hot holding power, stainless steel, kettle 2 liter, teapot 1.3 liter capacity (1500 watt kaynatma, 150 watt sıcak tutma gücü, paslanmaz çelik, Su ısıtıcısı 2 litre , demliği ise 1,3 litre kapasite)	Each

3	Coffee machine (Kahve makinesi)	1400 W, 10 cup capacity, 600 ML (1400 W, 10 fincan kapasite, 600 ML)	Each
4	Sewing machine (Dikiş makinesi)	Portable: 8 different stitches and decorative patterns, 4-step buttonhole opening, button sewing, zipper sewing, Overlock Stitch (Taşınabilir: 8 değişik dikiş ve dekoratif desen, 4 adımda ilik açma, Düğme Dikebilme, Fermuar Dikebilme, Overlok Dikişi)	Each
5	Projection device (Game Room) Projeksiyon cihazı (Oyun Odası)	Portable Projection Device (Taşınabilir Projeksiyon Cihazı 4800 lumen)	Each
6	Laptop (Game Room) Dizüstü bilgisayar (Oyun Odası)	i3 processor,8GB RAM, 256GB SSD, 14inc'(i3 işlemci -1115G4 8GB RAM 256GB SSD 14inc')	Each
7	Printer (Yazıcı)	256 MB Capacity Black and White Display card / Multifunction Printer, scanner and photocopier (256 MB Kapasite Siyah Beyaz Ekran kartı / Çok Fonksiyonlu Yazıcı, tarayıcı ve fotokopi özellikli)	Each
8	Desktop computer (Masaüstü bilgisayar)	Intel Core i5 1235U 21.5" 16 GB RAM 512 GB SSD FHD FreeDOS All In One PC. (Intel Core i5 1235U, 21.5"Monütör ,16 GB RAM, 512 GB SSD FHD FreeDOS All In One Bilgisayar)	Each
9	Paper shredder (Kağıt imha makinesi)	> 20 Lt , > 10 paper load P-4 Security Level (>20 Lt kapasiteli , > 10 yaprak alabilme, P-4 Guvenlik seviyesi)	Each
10	Multiple Scanner (Coklu Tarayıcı)	Network + WiFi ADF 00 dpi A4 Document Scanner (Ağ + WiFi 600 dpi ADF A4 Belge Tarayıcı)	Each
11	Laser Printer with Scanner (Tarayıcılı Lazer Yazıcı)	Multiple scanning and photocopying, and supporting only black and white printing. (Coklu tarama ve fotokopi çekme özelliğine sahip olması ve sadece siyah - beyaz çekim)	Each
12	Cordless Phone (Telsiz Telefon)	Caller ID, Hands Free(Arayan numarayı gosteren, Eller Serbest kullanilabilinen)	Each

Hint: While submitting your financial offer to the system, please kindly check the item number. The ranking may vary in the system. - Finansal teklifinizin sisteme girisini yaparken lutfen urun siralamalarini kontrol ediniz. Sistemdeki siralama degisiklik gosterebilir.

3 Lines

Instructions While submitting your financial offer to the system, please kindly check the item number. The ranking may vary in the system.

Finansal teklifinizin sisteme girisini yaparken lutfen urun siralamalarini kontrol ediniz. Sistemdeki siralama degisiklik gosterebilir.

3.1 Line Information

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
1-Humanitarian Procurement - RFQ 6 - Air conditioner	40101700		Ea	12			
2-Humanitarian Procurement - RFQ 6 - Tea Machine	80161800		Ea	1			
3-Humanitarian Procurement - RFQ 6 - Coffee Machine	80161800		Ea	1			
4-Humanitarian Procurement - RFQ 6 - Sewing Machine	80161800		Ea	1			
5-Humanitarian Procurement - RFQ 6 - Printer	43212100		Ea	7			
6-Humanitarian Procurement - RFQ 6 - Desktop Computer	43211507		Ea	2			
7-Humanitarian Procurement - RFQ 6 - Paper Shredder	44102900		Ea	1			
8-Humanitarian Procurement - RFQ 6 - Projection Device	80161800		Ea	1			
9-Humanitarian Procurement - RFQ 6 - Laptop (Game room)	80161800		Ea	1			

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
10- Humanitarian Procurement - RFQ 6 - Multiple Scanner	80161800		Ea	1			
11- Humanitarian Procurement - RFQ 6 - Laser Printer w/Scanner	80161800		Ea	3			
12- Humanitarian Procurement - RFQ 6 - Cordless Phone	80161800		Ea	3			
13- Humanitarian Procurement - RFQ 6 - installation	81111809		Ea	1			
14- Humanitarian Procurement - RFQ 6 - delivery	78102200		Ea	1			