

إعلان مناقصة

التاريخ
2018/06/12

يعلن مكتب المشتريات بوكالة غوث و تشغيل اللاجئين الفلسطينيين UNRWA – مكتب غزة الإقليمي - عن طرح المناقصة التالية:


رقم المناقصة	اسم المناقصة	موعد و مكان التسليم
S22B-003-2018	توريد وتوزيع عصير و بسكويت لمواقع أسابيع المرح	الخميس، 21 يونيو 2018 الساعة 12:00 ظهراً في صندوق المناقصات بمكتب المالية

فعلى الراغبين بالمشاركة في هذه المناقصة التوجه إلى مكتب المشتريات في مكتب غزة الإقليمي للحصول على ملف المناقصة او زيارة موقع بوابة معلومات الاونروا (portal.unrwa.ps) ابتداءً من يوم الثلاثاء الموافق 12 يونيو 2018 و خلال ساعات الدوام الرسمي.

ملاحظات هامة

- 1- لن يُقبل أي عرض يتم تسليمه بعد الموعد المحدد أعلاه لاستلام المظاريف.
- 2- يجب التأكد من إرفاق كفالة دخول العطاء مع عرض السعر و هي عبارته عن شيك بنكي أو كفالة بنكية بقيمة 5,000 دولار أمريكي (عدم إرفاق الكفالة قد يلغي عرض السعر المقدم).

لمزيد من المعلومات، يرجى التواصل مع مكتب المشتريات – البضائع بالاتصال على رقم 08-2887303.


f محمود الحلبي
قائم بأعمال مدير المشتريات



دائرة الإسناد الإداري
مكتب إقليم غزة

ص ب 61
مكتب غزة

هـ +972 8 677 7323
+972 8 262 0508
ف +972 8 677 7444

12.06.2018

Invitation to Tender No. S22B-003-2018

Dear Sirs,

You are hereby invited to quote for the supply of the items listed on the attached Tender No.S22B-003-2018

Which form an integral part of this tender and are based on good faith estimates of UNRWA's needs. UNRWA makes, however, no commitment to either meet or exceed these quantities during the contract period, which intended to be 4 months.

Any contract resulting from this Tender will be subject to the attached Purchasing Agreement (Annex I) and to UNRWA standard "General Conditions of contract for procurement of goods "(Annex IV)and the tender documents.

In the event a contract is awarded, the price specified in the contract shall, unless otherwise indicated by the vendor, remain fixed and unchanged for the duration of the contract and any extension.

This Tender does not commit UNRWA to receive or consider any bid or to award contract(s) or to pay any costs incurred in submitting bids, or in making necessary studies for the preparation thereof, or in procuring of contracting services or supplies necessary in order to complete the bid. UNRWA reserves the right to reject any or all offers received in response to the Tender and to negotiate with any of the vendors or other vendors in any manner, which UNRWA deems to be in its best interest.

This Tender contains no contractual offer of any kind. Any bid submitted will be regarded as an offer by the bidder and not as an acceptance by the bidder of an offer made by UNRWA. No contractual relationship will exist except pursuant to a written contract signed by UNRWA and the chosen bidder(s). UNRWA has the right to cancel any resulting contract upon reasonable advance notice.

Tender must be submitted on the attached Tender form No. S22B-003-2018 and mailed in a separate quotation envelope sealed and clearly marked "Confidential", Tender No. S22B-003-2018 mailing address for quotations listed hereunder. Tender must be received before the indicated time and date of tender closure at the specified mailing address for Tender designated below.

All offers must be valid for the minimum period set out below:-

1. Item(s): **Supply and distribute Cream Biscuits & Natural Fruit Juice**
2. Tender Samples: **samples are required**
3. Required minimum validity of offer: **4 Months**
4. Proposed delivery date: **start 21.07.2018**
5. Proposed delivery term: DAP UNRWA Summer Fun Weeks Locations across Gaza Strip (90 locations)
6. UNRWA has the right to split the award in accordance with the lowest bid against each line item. Any bidder that does not accept award in accordance with this condition must state "ALL OR NONE" on the bid.
7. Payment terms: Within 45 days from receipt of goods and invoice.
8. Currency: **USD**
9. Tender Closure: **21.06.2018, at 12.00 hrs**
10. Mailing address:

UNRWA

Chairman, Field Tender Opening Committee

(For Finance Department)

P.O. Box 61, Gaza or P.O Box: 338, 78100 Ashqelon, Israel
V.AT Licence No. 757400098

For the purpose of hand delivery, the address is Thalathini Street, Gaza.

Please quote prices for each item without VAT and other Taxes Refer to paragraph 2 of Annex III (special conditions)

Please also note that conditional and alternative offers will not be accepted.

Responses sent by fax are acceptable and should only be sent to fax No. **08-2887422** in order to safeguard the confidentiality of your response. This is only acceptable provided that your faxed response is supported by hard copies of the bid to be mailed separately to the address above clearly showing official postal date stamp prior to the closing date & time of the tender as set out above. Please also include in this mailed submission a copy of your fax message confirmation note from your fax machine showing that the faxed reply actually was sent to the correct fax No. of UNRWA and including No. of pages sent as well as the result code for the transmission.

Thank you.

Yours sincerely,

Mahmoud El-Halabi
Mahmoud El-Halabi

OiC, FPO, G
UNRWA - Gaza

Supplier's Name: _____

Date: _____

Signature: _____

Tel No.: _____

Fax No.: _____



united nations relief and works agency
for palestinian refugees in the near east
وكالة الأمم المتحدة لإغاثة وتشغيل
اللاجئين الفلسطينيين في الشرق الأدنى

department of
administrative support
gaza field office

po box 61
gaza city

t +972 8 677 7333
+972 8 282 0508
f +972 8 677 7444

www.unrwa.org

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مكتب إقليم غزة

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مدينة غزة

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ANNEX I

Cables UNRWA- Tel No. 2887303

UNRWA Field Office, Gaza

QUOTATION /TENDER NO.:S22B-003-2018

Closing DATE: 21/06/2018

Fax: 08-2887339

PAGE:1 of 1

REF

Supply and distribute Cream Biscuits & Natural Fruit Juice

To Supplier :	Return Quotation To	Delivery Date:-----
	AL Azhar Road	Delivery Terms:-----
	P.O.Box 61	Offer Validity: 4 months
	Gaza	
Fax:-----	Attn. Field Procurement Officer ,Gaza	

No.	Item Description	UM	Quantity	Unit Price USD	Total Price USD
1	Cream Biscuits 80-85 gr (Detailed specifications are in attached Annex II)	PC	350,000		
2	Natural Fruit Juice (Detailed specifications are in attached Annex II)	PC	500,000		

Supplier comments:	Total of line items
	Discount
	Sub-Total
	Freight
	Bid total

دائرة الإسناد الإداري
مكتب إقليم غزة

تصنيف 7
مخبرية غزة

هـ 972 8 677 7333
و 972 8 282 0508
ف 972 8 677 7444



Tender No. S22B-003-2018

Supply and distribute Cream Biscuits & Natural Fruit Juice

Annex II (Detailed specifications)

1- Cream Biscuits 80-85 gr. (Quantity: 350,000 PCs)

The **net weight** should be (80-85) gr.

Texture must be crispy, filling cream shall be about 17%, homogenous preparation of hydrogenated fat or bakery shortening, icing sugar, permitted flavours and food colours with or without other ingredients.

Clean from moulds, rancidity, and on their natural taste and odour.
Artificial sweeteners are not allowed.

Packed in clean, sound containers to protect them from contamination, absorption of moisture and seepage of fat from the biscuits into the packing materials.

The taste must be acceptable, no strange odour or rancidity and will undergo the technical evaluation committee judgement.

Expiry date shall retain above qualities for at least 6 months from date of manufacture.

The product must pass the laboratory tests of Palestinian Ministry of National Economy and Palestinian Ministry of Health as required by UNRWA for chemical, and microbiological.

An UNRWA inspector and quality surveyor is entitled to visit the factory and supplier warehouses at any time during the contract period to check on quality control, storage condition, cleaning and personal hygiene.

All the submitted samples for technical evaluation must represent the intended supplied item completely and match the required technical specifications.

Any defected samples, fake label or scanned, without label, expired, written changing on label, or any suspicious signs, the submitted samples for technical evaluation will be rejected.

1. Storage:

- a. Biscuits must be stored under suitable and hygienic conditions at all times.
- b. The product shall be stored in a well-ventilated store, protected against direct heat, moisture and contamination.

2. Delivery

The supplier should deliver Biscuit direct to 90 Summer Fun Weeks Locations as follows:

- 80 School locations.
- 7 Special Needs locations.
- 3 Local Staff Union locations
- The distribution to the locations will be **once a week**.

2- Natural Fruit Juice (fruit nectar): (Quantity: 500,000 PCs)

A. Specifications

- 1- Natural Fruit Juice (fruit nectar) of various fruits types should be pasteurized, filtered and homogenized.
- 2- Brix shall not be more than 15.
- 3- Natural Fruit Juice (fruit nectar) shall be manufactured from raw materials of good quality and shall comply with all relevant food laws and standards.
- 4- Natural fruit pulp shall be 25% - 40%.
- 5- The product must be free of artificial colours, flavours, and preservatives.

B. Additional requirements

- 1- Natural Fruit Juice (fruit nectar) shall be free from objectionable matter, does not contain any substances originating from microorganisms or any other poisonous or deleterious substances.
- 2- The product must pass the laboratory tests of Palestinian Ministry of National Economy and Palestinian Ministry of Health as required by UNRWA for chemical, microbiological, toxins, and pesticide residues.
- 3- Complies with the Palestinian Authority specifications.
- 4- Shelf life shall retain above qualities for 12 months from date of manufacture when stored cool and dry at ambient temperatures prevalent in the country of destination.

C. Packaging

- 1- Natural Fruit Juice (fruit nectar) packages shall be free from defects.
- 2- Each single package net capacity shall not be less than 200 ml tetra pack with straw attached.
- 3- Packaging material shall be made of safe substances, suitable for Natural Fruit Juice (fruit nectar) conservation.
- 4- The packs are then to be packed into cartons of 27 packages per carton which shall be of international standards, strong quality and suitable for shipment to Gaza.
- 5- The contractor shall package the goods for delivery in accordance with the highest standards of export packaging for the type and quantities and modes of transport required for Gaza.

D. Marking

On individual packs the following must be written in both English and Arabic:

- Name of the product: Natural Fruit Juice (fruit nectar)
- Net capacity: 200 ml
- Nutrition fact:

- v Calories (.....)
- v Energy (.....)
- v Protein (.....)
- v Fat (.....)
- v Validity
- v Production date
- v Expiry date
- v Size and weight
- v Name country of origin
- v Batch No.
- v Additional marking as per contractual agreement

E. Storing

Natural Fruit Juice (fruit nectar) must be stored under cool, dry, ventilated and hygienic conditions at all times.

F. Delivery

The supplier should deliver Juice direct to 90 Summer Fun Weeks Locations as follows:

- 80 School locations.
- 7 Special Needs locations.
- 3 Local Staff Union locations.

- The distribution to the locations will be **twice a week**.



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ITB No. S22B-003-2018

Supply and distribute Cream Biscuits & Natural Fruit Juice

Special Conditions

Annex III

1. Prices should be in USD
2. The supply of goods, services and works to UNRWA in Gaza and West Bank (WB) is VAT exempt. In the event that this is not the case, Paragraph 19 of the General Conditions of Contract for the Provision of Goods and / or Services will apply. Without prejudice to the applicability of all the terms and conditions of the contract under which the tender is implemented, bidders are reminded that price(s) quoted by them as the Total Price shall be deemed to include all their obligations under the contract and for all other matters and things necessary for their delivery of the goods and / or services, including all charges, overheads, and other costs of whatsoever nature.
3. Supplier must provide a valid VAT clearance letter in case of awarding with a minimum validity of 30 days. Failure to do so will result in the offer not being considered.
4. Supplier must provide VAT exempt invoices.
5. Where the contract provides for payment in whole or in part to be made to the contractor in foreign currency or currencies, such payment shall not be subject to variations in the rate or rated of exchange between such specified foreign currency or currencies and the currency of the country in which the works are to be executed. The bidder/the contractor bear the risk of any currency exchange changes
6. Important Note to bidder in case of contract award:
Further to UNRWA's contractual commitments to donors, the Agency will publish the following information online with regards to the procurement contract awarded to you:
 - Title of the contract/project,
 - Nature and purpose of the contract/project,
 - Your name and address and amount of the contract/project.If you have any concerns about publication of this information, please inform UNRWA via e-mail to CSSD@unrwa.org within three days from Tender Closing Date"
7. All bidders must visit the below links in UNRWA's website in relation to the below issues:

[UNRWA Procurement Policy:
https://www.unrwa.org/procurement/policy](https://www.unrwa.org/procurement/policy)

[UN Suppliers Code of Conduct:
https://www.unrwa.org/procurement/suppliers](https://www.unrwa.org/procurement/suppliers)

[Message on UNRWA's right to publish awarded contract details online:
https://www.unrwa.org/procurement/tenders](https://www.unrwa.org/procurement/tenders)
8. Proposed delivery term is DDP, SFW locations 80 School locations.
9. The supplier should deliver the required biscuit and juice direct to the Summer Fun Weeks Locations across Gaza Strip (90 locations)
 - 80 School locations.
 - 7 Special Needs locations.
 - 3 Local Staff Union locations
 - The distribution to the locations once a week for biscuit
 - The distribution to the locations twice a week for juice

10. In case a supplier does not deliver on time, UNRWA reserves the right to secure the goods from other sources and the supplier should bear any additional costs incurred and his standing with UNRWA may be affected.
11. A bid bond (Bank Cheque or Bank Guarantee) of US\$ 5,000 with a validity of 4 months must be provided with the tender; otherwise the offer may not be considered. "Stamp should be added at the back of the provided bank cheque"
12. A performance bond of 10% of the contract amount for contracts that over than \$5,000 will be requested in case of awarding.
13. Quantities in the tender are approximate and liable to change and UNRWA is not bound to purchase all quantities stated in the tender
14. UNRWA General Conditions of Contract for the Provision of Goods (Annex IV) are integral to and binding on any contractual agreement related to this ITB.
15. Samples are required and must be submitted to UNRWA procurement office Gaza or Jerusalem office not later than the tender closing date, otherwise, the bid will not be considered.
16. Submitted samples are not returnable.
17. All suppliers outside Gaza must have a subcontractor in Gaza to handle all related issues.
18. The closing date of this tender is **Thursday 21 June 2018 at 12.00** noon, at **Finance Department** Tender Box, Gaza.
19. Bid Format. The format of the Bid shall be in one envelope.
20. For outside Gaza suppliers, copy of Annex I and copy of the required bid bond have to be sent by fax for No. 00972 -828 87422 or via E-Mail FTOC@UNRWA.org before the tender closing date. The original offer has to be submitted to UNRWA Jerusalem office before 12:00 noon on 21 June 2018, also Suppliers outside Gaza can contact Mr. Thaer Gharabli, <T.GHARABLI@UNRWA.ORG> on phone No. 00972-542325616 for more information



**UNITED NATIONS RELIEF AND WORKS AGENCY
FOR PALESTINE REFUGEES IN THE NEAR EAST
ACKNOWLEDGMENT**

S22B-003-2018

Supply and distribute Cream Biscuits & Natural Fruit Juice

Dear Sir, _____

We, the undersigned, acknowledge receipt of your Tender No: **S22B-003-2018** of 12/06/2018 and hereby confirm that:

We intend

We do not intend

If not, please state the reasons in writing

.....
.....
.....
.....

to submit a bid to UNRWA by the deadline date of **21.06.2018 at 12 :00 hrs** local Gaza time.

Yours sincerely,

Signature:

Name:

Name and Address of Company:

Telephone No: Facsimile No

NOTE:

If you do not reply to invitation for three times, your standing with UNRWA will be affected.

Return this Annex only via Facsimile to: 2887339 latest by 21.06.2018 _____.

Attn. Head Field Procurement Office, Gaza

Gaza Field Office, P.O. Box 61.