

إعلان مناقصة

التاريخ
26/12/2018

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
S22G-029/2018	شراء طباشير	الخميس 17 يناير 2019 الساعة 12:00 ظهراً في صندوق المناقصات بمكتب المالية- غزة



United Nations Relief and Works Agency
for Palestine Refugees in the Near East
وكالة الأمم المتحدة لإغاثة وتشغيل
اللاجئين الفلسطينيين الشرق الأدنى

department of
administrative support
gaza field office

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Gaza City

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www.unrwa.org

فعلى الراغبين بالمشاركة في هذه المناقصة التوجه إلى مكتب المشتريات في مكتب غزة الإقليمي للحصول على ملف المناقصة أو زيارة موقع بوابة معلومات الأونروا (portal.unrwa.ps) ابتداءً من يوم الأربعاء الموافق 26 ديسمبر 2018 .

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 08-2887153.

Elhalal

محمود الحلبي

القائم بأعمال نائب مدير مكتب المشتريات

Invitation to Tender No. S22G-029/2018

Dear Sirs,

You are hereby invited to quote for the supply of the items listed on the attached Tender No. S22G-029/2018 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.

Any contract resulting from this Tender will be subject to UNRWA standard "General Conditions of Contract for the Provision of Goods "Annex III" 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. S22G-029/2018 "Annex I" and mailed in a separate quotation envelope sealed and clearly marked "Confidential", Tender No. S22G-029/2018 mailing address for quotations listed hereunder. Tender and sample against each quoted item 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): **Purchase of chalk**
2. Tender samples : **required**
3. Required validity of offer: **4 months**
4. Proposed delivery date: **within one month from receiving the purchase order**
5. Proposed delivery term: **DDP UNRWA D/Balah warehouses**
6. UNRWA has the right to split the award in accordance with the lowest compliant bid against each line item.
7. Payment terms: Within 45 days from receipt of goods and invoice.
8. Currency: **USD**
9. Tender Closure: **17/01/2019, at 12.00 hrs**
10. Mailing address:

UNRWA
Chairman, Field Tender Opening Committee
(For Finance Office)
P.O. Box 61, Gaza or P.O Box: 18100, 91180 Jerusalem, Israel
VAT Licence No. 757400098

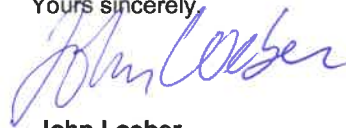
For the purpose of hand delivery, the address is Thalathini Street, Gaza.

Please quote prices for each item without VAT and other Taxes. Refer to paragraph 2 of annex II
Please also note that conditional 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,



John Loeber
HFPL0
UNRWA – Gaza

Supplier's Name: _____
Signature: _____
Tel No.: _____
Fax No.: _____

Date: _____



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مكتب إقليم غزة

ص.ب. 61
مدينة غزة

هـ. 08 677 7333
08 282 0508
ف 08 677 7444



وكالة الامم المتحدة لاجتاة و تشغيل اللاجئين الفلسطينيين في الشرق الأدنى

ANNEX I

UNRWA Field Office, Gaza
Cables UNRWA - Tel No. 2887153

TENDER NO.:S22G-029/2018

Tender issuing date: 26/12/2018

Fax: 08-2887422

Tender closing date : 17/01/2019

To Supplier:		Return Quotation To UNRWA, General Warehouse AL Azhar Road P.O.Box 61 Gaza Attn. H/Field Procurement & Logistics Office		Delivery Due:----- Delivery Terms:----- Offer Validity : 4 months	
Fax:					
No.	Description	UM	Qty	Unit Price USD	T/Price USD
1	White chalk. Specifications and evaluation criteria as per Annex - A	Box	350,000.00		
2	Red chalk. Specifications and evaluation criteria as per Annex - A	Box	55,000.00		
3	Yellow chalk. Specifications and evaluation criteria as per Annex - A	Box	55,000.00		
Supplier comments:			Total amount		

NB.:

Suppliers who pass 70% of the evaluation criteria will be eligible for financial evaluation
criteria Nos C2, C5, C7 & C10 must be passed

Annex A
Specifications and Evaluation Criteria

Item No. 1

EVALUATION CRITERIA		Methodology	EVALUATION METHODOLOGY	
Description of White Chalk (Qty/Box =350,000)	Criterion		YES	No
C1	Color: Plain White	Visual test only (be comparing provided sample)		
*C2	Toxicity: Not toxic	Certificate or evidence from the factory/source/instructions at the box		
C3	Weight: Box weight with sticks : ≥ 445 gm - (Box includes 100 sticks) Empty Box carton weight : 40-45 gm Chalk sticks weight : 400 to 500 gm	Digital scale		
C4	Dimension(L*Diameter)=7.8*0.9 cm	Ruler		
*C5	Backing (box condition): • Divided into 4 rooms at least • Solid carton partitions	Visual and Physical test (by hand)		
C6	Waxy material covering the chalk (for skin protection)	Visual and Physical test (by hand)		
*C7	Clarity of the text at the board	Visual test (agreement level between the committee members regarding this criterion)		
C8	Rate of erosion of the stick when used by teachers	Physical test- to be done by the committee at the board (agreement level)		
C9	Easily erasable from the board	Physical test- to be done by the committee at the board (agreement level)		
*C10	Easy to break but not so brittle	Physical test- to be done by the committee at the board (agreement level)		

***NB. All evaluation criteria of C2, C5, C7 & C10 must be passed**

Annex A
Specification and Evaluation Criteria

Item No. 2

EVALUATION CRITERIA		Methodology	EVALUATION METHODOLOGY	
Description of Red Chalk (Qty/Box =55,000)	Criterion		YES	No
C1	Color: Plain red	Visual test only		
*C2	Toxicity: Not toxic	Certificate or evidence from the factory/source/instructions at the box		
C3	Weight: Box weight with sticks : ≥ 445 gm - (Box includes 100 sticks) Empty Box carton weight : 40-45 gm Chalk sticks weight : 400 to 500 gm	Digital scale		
C4	Dimension(L*Diameter)=7.8*0.9 cm	Ruler		
*C5	Backing (box condition): • Divided into 4 rooms at least • Solid carton partitions	Visual and Physical test (by hand)		
C6	Waxy material covering the chalk (for skin protection)	Visual and Physical test (by hand)		
*C7	Clarity of the text at the board	Visual test (agreement level between the committee members regarding this criterion)		
C8	Rate of erosion of the stick when used by teachers	Physical test- to be done by the committee at the board (agreement level)		
C9	Easily erasable from the board	Physical test- to be done by the committee at the board (agreement level)		
*C10	Easy to break but not so brittle	Physical test- to be done by the committee at the board (agreement level)		

***NB. All evaluation criteria of C2, C5, C7 & C10 must be passed**

Annex A
Specification and Evaluation Criteria

Item No. 3

EVALUATION CRITERIA		Methodology	EVALUATION METHODOLOGY	
			YES	No
Description of Yellow Chalk (Qty/Box =55,000)				
	Criterion			
C1	Color: Plain Yellow	Visual test only		
*C2	Toxicity: Not toxic	Certificate or evidence from the factory/source/instructions at the box		
	Weight: Box weight with sticks : ≥ 445 gm - (Box includes 100 sticks) Empty Box carton weight : 40-45 gm Chalk sticks weight : 400 to 500 gm	Digital scale		
C4	Dimension(L *Diameter)=7.8*0.9 cm	Ruler		
*C5	Backing (box condition): • Divided into 4 rooms at least • Solid carton partitions	Visual and Physical test (by hand)		
C6	Waxy material covering the chalk (for skin protection)	Visual and Physical test (by hand)		
*C7	Clarity of the text at the board	Visual test (agreement level between the committee members regarding this criterion)		
C8	Rate of erosion of the stick when used by teachers	Physical test- to be done by the committee at the board (agreement level)		
C9	Easily erasable from the board	Physical test- to be done by the committee at the board (agreement level)		
*C10	Easy to break but not so brittle	Physical test- to be done by the committee at the board (agreement level)		

***NB. All evaluation criteria of C2, C5, C7 & C10 must be passed**



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for palestine refugees in the near east | اللاجئين الفلسطينيين في الشرق الأدنى

S22G-029/2018
Special Conditions
Annex II

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 may not being considered.
4. Supplier must provide VAT exempt invoices.
5. Samples are required for all items and must be submitted along with the financial offer to Procurement office or UNRWA Jerusalem office -
6. The following criteria C2, C5, C7 & C10 in the solicitation documents are decisive one, failure in any criterion will result in excluding the offer from further stages

عدم ايفاء أى من المعايير التالية C2, C5, C7 & C10 المذكورة فى مستندات العطاء سوف يؤدى الى استثناء العطاء كاملا من أى مراحل تقييم لاحقة

7. Contract duration is three years and extendable for extra one year if mutually agreed
8. 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
9. 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>

UN Suppliers Code of Conduct:

<https://www.unrwa.org/procurement/suppliers>

Message on UNRWA's right to publish awarded contract details online:

<https://www.unrwa.org/procurement/tenders>

10. Proposed delivery term is DDP, UNRWA – D/Balah warehouses. Delivery period should be indicated in the offer for each item
11. **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"

12. A bid bond (Bank Guarantee) of USD 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"
13. A performance bond of the contract amount for contracts that over than \$10,000 will be requested in case of awarding
14. Quantities in the tender are approximate and liable to change and UNRWA is not bound to purchase all quantities stated in the tender
15. In case a supplier does not deliver on time, UNRWA reserve the right to secure the goods from other sources at supplier's expense
16. UNRWA General Conditions of Contract for the Provision of Goods (Annex III) are integral to and binding on any contractual agreement related to this tender.
17. UNRWA reserves the right to split contract award among several accepted offers.
18. Tender Condition
 - 18.1 The closing date of this tender is **12 am on Thursday 17 January 2019**, at Finance Office Tender Box, Gaza
 - 18.2. Bid Format. The format of the Bid shall be in one envelope that includes the required bid bond and the financial offer with all other documents.
19. For outside Gaza suppliers, copy Annex I and copy of bid bond have to be sent by fax for No. 00972 -828 87422 or via email FTOC@UNRWA.ORG before the tender closing date. The original offer with the original bid bond have to be submitted to UNRWA Jerusalem office before 12:00 noon on 17/01/2019 also.
20. Suppliers outside Gaza can contact Mr. Thaer Gharabli on phone No. 00972 542325616 for more information



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

Dear Sir, _____.

We, the undersigned, acknowledge receipt of your Tender No: S22G-029/2018 of 26.12.2018 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 **17.01.2019 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 13.01.2019

Attn. Head Field Procurement and Logistics Office, Gaza

Gaza Field Office, P.O. Box 61.