

# إعلان مناقصة

التاريخ  
25/09/2019

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
T22G-22-2019	توريد طرود نظافة صحية وجالونات مياه بلاستيكية (Supply of hygiene kits and jerry cans )	الأربعاء، 16 أكتوبر 2019 الساعة 12:00 ظهراً في صندوق المناقصات بمكتب المالية- غزة



United Nations Relief and Work Agency  
for Palestine 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


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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 او زيارة موقع بوابة معلومات الاونروا ([portal.unrwa.ps](http://portal.unrwa.ps)) ابتداءً من يوم الخميس الموافق 26 سبتمبر 2019 .

## ملاحظات هامة

- 1- سيتم عقد إجتماع تمهيدي مع الموردين لمناقشة القضايا المتعلقة بالمناقصة يوم الأحد الموافق 2019/10/06 الساعة العاشرة صباحاً في قاعة اجتماعات دائرة المشتريات و الامدادات.
  - 2- لن يقبل أي عرض يتم تسليمه بعد الموعد المحدد أعلاه لاستلام المظاريف.
  - 3- يجب التأكد من إرفاق كفالة دخول العطاء مع عرض السعر و هي عبارة عن شيك بنكي أو كفالة بنكية بقيمة 5,000 دولار أمريكي ( عدم إرفاق الكفالة يلغي عرض السعر المقدم).
- لمزيد من المعلومات، يرجى التواصل مع مكتب المشتريات – البضائع بالاتصال على رقم 08-2887459.

  
م. علاء الكريري  
نائب مدير مكتب المشتريات و التوريدات

دائرة الإسناد الإداري  
مكتب إقليم غزة

ص.ب. 61  
غزة

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

Invitation to Tender No. T22G-22-2019



UNRWA  
الوكالة  
for Palestine refugees within the borders of the 1948 armistice lines  
وكالة اﻻجئين الفلسطينيين داخل خطوط الهدنة لعام 1948

department of administrative support  
gaza field office

القطاع الإداري  
مكتب غزة

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Dear Sirs,

You are hereby invited to quote for the supply of the items listed on the attached Tender No. T22G-22-2019 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 for 3 years contract (LTA) extendable for another one year if mutually agreed.

Any contract resulting from this Tender will be subject to the attached quotation sheet (Annex I) and to UNRWA standard "General Conditions of contract for procurement 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.T22G-22-2019 and mailed in a separate quotation envelope sealed and clearly marked "Confidential", Tender No.T22G-22-2019 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.

Item(s): Supply of Hygiene kits and jerry cans

1. Tender Samples: **Samples are required**
2. Required minimum validity of offer: **4 months**
3. Proposed delivery date: **Upon end user's request during the contract period**
4. Proposed delivery term: **DDP UNRWA installations throughout Gaza Strip**
5. 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.
6. Payment terms: Within 45 days from receipt of goods and invoice.
7. Currency: **USD**
8. Tender Closure: **16/10/2019, at 12.00 hrs, Gaza time**
9. Mailing address:

UNRWA

Chairman, Field Tender Opening Committee

**(For Finance Department)**

P.O. Box 61, Gaza or P.O Box: 338, 78100 Ashqelon, Israel

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 (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,  
*John Loeber* 26/09/19  
John Loeber  
HFPLO, G  
UNRWA – Gaza

Supplier's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Tel No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

دائرة الإسناد الإداري  
مكتب غزة

القطاع الإداري  
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united nations relief and works agency  
for palestine refugees in the near east

وكالة الأمم المتحدة لإغاثة وتشغيل  
اللاجئين الفلسطينيين في الشرق الأدنى

Cables UNRWA- Tel No. 2887459

TENDER NO. : T22G-022-2019

Supply of Hygiene Kits and Jerry Cans

Closing date : 16/10/2019

PAGE:1 of 3

REF

Annex I

Fax:	Return Quotation To UNRWA, General Warehouse AL Azhar Road P.O.Box 61 Gaza Attn. Field Procurement Office Gaza	Delivery Date:----- Delivery Terms:----- Offer Validity: 4 months
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No.	Description	UM	QTY	U/P USD	T/P USD
<b>(Lot A ) Family Hygiene kit includes the following items and quantities</b>					
1	Soap, hand soap Toilet soap in bar, not harmful to the skin, from vegetable or animal fat, not containing pork fat. Product must be fit for human utilization and be of sound, fair and marketable quality, of homogeneous colour and aspect, without any disagreeable odours and flavours. Fatty acid minimum %70. Weight: bar of 100g each <b>Required QTY : 4 PC</b>	<b>Carton Box</b>	<b>32,000</b>		
2	Shampoo, 500/400 ml bottle General use shampoo, not harmful to humans, in particular, no sold & not irritating to the eyes, Product must be fit for human utilization and be of sound, fair and marketable quality. PH 5 to 9, Properties: Easy-lathering shampoo formulated for normal hair, to clean hair and scalp. <b>Required QTY : 1 BT</b>				
3	Tooth Paste, tube, 120 ml Product must be fit for human utilization and be sound, fair and marketable quality. Toothpaste contains an abrasive %10-40, humictant %20-70, %water 5-30, binder %12, detergent %1-3, flavour %1-2, preservative %0.05-0.5, and therapeutic agent %0.1.5, fluoride % does not exceed % 0.145 (1450ppm). <b>Required QTY : 1 Tube</b>				
4	Tooth Brush made of PP and TPE material, which is safe and of high quality, medium hardness with various colour, The handle is ergonomically designed. Bristles are soft and slim <b>Required QTY : 4 PC</b>				
5	Sanitary towel Hygienic towels with wings (10 pads/pack) Product must be fit for human utilization and be sound, fair and marketable quality. <b>Required QTY : 4 PK</b>				

No.	Description		UM	QTY	U/P USD	T/P USD
6	Towel	70-100% cotton, 45x90 cm. Product must be fit for human utilization and be sound, fair and marketable quality. <b>Required QTY : 4 PC</b>				
7	Nail clipper	The clippers are made of stainless steel, which makes them anti-corrosive and durable. The surface has a polished finish. Length-6 cm <b>Required QTY : 1 PC</b>				
8	Wet wipes	(Alcohol free), 70 pieces/pack, different & acceperable odour <b>Required QTY : 2 PK</b>				
9	Hair brush	Made of plastic with hand, size: 24*8.5*2.5CM, each tooth at the end of the comb is round and is designed for massaging the scalp <b>Required QTY : 1 PC</b>				
10	Double sided head lice comb	Made of plastic, two sets of fine teeth that are used for lice, size: approx. 8.9*5.2cm <b>Required QTY : 1 PC</b>				
11	Loofah bath	Size: 19.5 cm x 16 cm, hard texture, Hypoallergenic. loofah on one side and soft cotton on the other side. Weight: 200g minimum <b>Required QTY : 2 PC</b>				
12	Hand washing powder	Contains min. bleaching powder 10%, max. fillers 27% and STPP min. 35% , minimum active detergent 15%, PH 9.5-11 with active material to remove the stain form clothes and to be supplied in strong export container of one kg. <b>Required QTY : 2 KG</b>				
13	Pad scouring	consists of sponge appox 10*7cm covered with steel wool for cleaning kitchen tools. <b>Required QTY : 2 PC</b>				
14	Liquid soap for washing dishes	Detergent liquid for dishwashing viscous of pleasant odor, clear homogeneous, contains humectants and very soluble in water when dissolved in water it leaves no impurities or sediment the diluted detergent to be clear predicting no curdle opacity or dryness after use acceptable chemical standard, minimum active detergent 20% (bottle of one LT.) <b>Required QTY : 1 LT</b>				
<b>Total amount in USD</b>						

No.	Description	UM	QTY	U/P USD	T/P USD
<b>(Lot B) Baby Hygiene kit include the following items and quantities</b>					
1	Wet wipes	(Alcohol free), 70 pieces per packet <b>Required QTY : 2 PK</b>	<b>Carton Box</b>	<b>10,000</b>	
2	Baby shampoo	No tears, hypoallergenic, no irritation or harsh on hair, eyes or skin, each bottle 500ml <b>Required QTY : 1 BT</b>			
3	Baby bath loofah	100% brand new & high quality, Lightweight, Durable, Breathable Material: 100% loofah, Yarn + Sponge + Towel Size (approx): 15 x 10 x 5cm <b>Required QTY : 1 PC</b>			
4	Baby towel	70-100% cotton, size 80X80cm (±5%), soft and absorbent woven towel features a wearable hood <b>Required QTY : 1 PC</b>			
5	Baby powder	Hypoallergenic, dermatologist-tested, and specially formulated for baby's unique skin Free of parabens, phthalates, dyes, and harsh fragrances. 100% gentle. Clinically proven mild baby powder with a light, silky texture for easy application. 100g, <b>Required QTY : 1 BT</b>			
<b>Total amount in USD</b>					
<b>(Lot C) Jerry cans</b>					
1	Jerry can	General information: standard rectangular shape rigid jerry can for individual or family water collection and storage. Suitability for drinking water (containing no toxic elements) to be certified by approved official body. 20 Liter, constructed from food-grade HDPE (High density polyethylene), that is BPA-free - The HDPE is UV-stabilized for extended outdoor use. It must be opaque. - Designed with two caps system one for filling and the other for pouring. (A 50mm opening is the minimum to ensure a minimum waste of water when filling the jerry can. - The minimum weight is 1100 gm not including the caps. - The minimum weight of large caps is 23-25 g, and the small cap is 6.5-8 gm. - Dimensions are : 42X23X26X25 CM. - Colour: yellow/blue. - Recycled plastic is not allowed	<b>Gallon</b>	<b>32,000</b>	
<b>Total amount in USD</b>					
<b>Supplier comments:</b>			<b>Total amount in USD</b>		



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

**T22G-22-2019**  
**Supply of Hygiene kits and jerry cans**  
**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. The required family and baby hygiene items will be packed a suitable carton box.
6. **The content of the required family and baby hygiene kits will be packed in a separate and a suitable carton box. The dimension of the box must accommodate the required items in a proper way:**
  - **The carton must be made of 5 slices with white or brown color.**
  - **Each carton must be labelled with the list of all packed items**
7. Samples are required with the offer otherwise the offer will not be considered. The sample should include all required items in the closed carton box.
8. Samples will be submitted to Gaza Procurement Office but for outside Gaza suppliers, they can submit the samples to UNRWA Jerusalem Office
9. Contract duration is three years and extendable for another one year subject to mutual agreement between the two parties of the contract.
10. 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
11. 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>

**12. 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](mailto:cssd@unrwa.org) within three days from Tender Closing Date"

13. Proposed delivery terms: DDP, UNRWA installations throughout Gaza Strip.

14. Proposed Delivery Period: upon UNRWA request during the contract period.

15. A bid bond (Bank Check or Bank Guarantee) of USD 5,000 with a validity of 4 months must be provided with the offer, otherwise the offer will not be considered. "Stamp should be added at the back of the provided bank cheque"

16. A performance bond of the 10% of the contract amount for contracts that over than \$10,000 will be requested in case of awarding.

17. Quantities in the tender are approximate and subject to change and UNRWA is not bound to purchase all quantities stated in the tender since the established contracts will be under LTA.

18. In case a supplier does not deliver on time. UNRWA reserves the right to secure the goods from others sources at supplier's expense.

19. UNRWA will award the contract based on the LOT of the items. i.e. (package /Box with all required item. If any item of the kit did not pass technical evaluation, all kit will be rejected

20. UNRWA will request quantities as and when needed during the contract period.

21. 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.

22. **Pre-bid meeting will be conducted on Sunday 06 October, 2019 at 10:00 pm (noon) at UNRWA Gaza Logistics Office meeting room** .Suppliers outside Gaza can send their representative to join the meeting.

23. UNRWA reserves the right to split contract award among several accepted offers.

24. Tender Condition:

24.1 The closing date of this tender is **12 pm on Wednesday 16 October 2019**, at **Finance Office Tender Box, Gaza**

24.2. 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.

25. 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](mailto: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 PM (noon) on **16/10/2019** also.

26. 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

**T22G-22-2019**  
**Supply of Hygiene kits and jerry cans**

Dear Sir, \_\_\_\_\_.

We, the undersigned, acknowledge receipt of your Tender No: **T22G-22-2019** of 25/09/2019 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 **16/10/2019 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 13/10/2019**

Attn. Head Field Procurement Office, Gaza

Gaza Field Office, P.O. Box 61.