

# إعلان مناقصة

التاريخ  
21/07/2019



United Nations Relief and Works 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

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www.unrwa.org

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-20-2019	توريد و تركيب أجهزة تكييف	الثلاثاء، 20 أغسطس 2019 الساعة 12:00 ظهراً في صندوق المناقصات بمكتب المالية- غزة

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 الأحد الموافق 21 يوليو 2019 .

## ملاحظات هامة

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

21/07/2019  
م. علاء الكريري

القائم بأعمال دائرة المشتريات و التوريدات

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

دائرة الإسناد الإداري  
مكتب إقليمي غزة

صندوق بريد  
مكتب غزة

هاتف: +972 8 282 0508  
فاكس: +972 8 282 0508  
موبايل: +972 8 677 7444

## Invitation to Tender No. T22G-20-2019

Dear Sirs,

You are hereby invited to quote for the supply of the items listed on the attached Tender No. T22G-20-2019

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 Purchasing Agreement (Annex I) and to UNRWA standard "General Conditions of contract for procurement of goods and services" (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. T22G-20-2019 and mailed in a separate quotation envelope sealed and clearly marked "Confidential", Tender No. T22G-20-2019 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.

1. Item(s): **Supply and install complete air conditioners**
2. Tender Samples: **Catalogues are required**
3. Required minimum validity of offer: **4 months**
4. Proposed delivery date: **Upon end user's request during the contract period**
5. Proposed delivery term: **DDP UNRWA Installations, throughout Gaza Strip**
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 only**
9. Tender Closure: **20/08/2019, at 12.00 hrs, Gaza time**
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

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,

*Alaa El-Karriri*  
Alaa' El-Karriri  
Oic/FPLO, G  
UNRWA – Gaza

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

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

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

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

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



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والإسكان الفلسطينيين في الشرق الأدنى

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وكالة الأمم المتحدة

لإغاثة وتشغيل اللاجئين الفلسطينيين في الشرق الأدنى

ANNEX I



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

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Cables UNRWA- Tel No. 2887303

UNRWA Field Office, Gaza-

Tender #:T22G-20-2019

Closing DATE:20/08/2019

Fax: 08-2887422

PAGE:1 of 1

Supply and install complete air conditioners

REF

To Supplier	Return Quotation To UNRWA, General Warehouse AL Azhar Road P.O.Box 61 Gaza Attn. Field Procurement & Logistics Officer Gaza	Delivery Date:----- Delivery Terms:----- Offer Validity: 4 months
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Item	Description	UM	Qty	U/P USD	T/P USD
1	Supply and install complete air conditioning split unit type (cooling & heating) of total capacity 24,000 BTU/h.	EA	400		
2	Supply and install complete air conditioning split unit (cooling & heating) of total capacity 18,000 BTU/h,	EA	200		
3	Supply and install complete air conditioning split unit (cooling & heating) of total capacity 12,000 BTU/h,	EA	100		

\* The works include opening in concrete or block for installing and proper closing then after installation.

For more detailed specification refer to attached Annex II.

Supplier comments:	Total Amount
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for palestine refugees in the near east | اللاجئين الفلسطينيين في الشرق الأدنى

**Annex II**

**Tender No. T22G-20-2019**

**(Supply and install complete air conditioners)**

**(Detailed specification)**

**Supply and install complete air conditioning split unit (cooling & heating) with the following specifications and features:**

- 1-Capacity: (24,000), (18,000) & (12,000) BTU (to be identify by the end user)
- 2- Galvanized steel brackets, to be approved by UNRWA director of work prior to installation.
- 3- 100% Copper coils and pipes with proper thermal insulation between indoor and outdoor units.
- 4- Electric cables and all other connections and necessary works.
- 5- LCD display screen.
- 6- Drain water pipe (or flexible hose) from unit to nearest rain water pipe or floor trap.
- 7- Remote control (multi-function).
- 8- Refrigerant: R-410a.
- 9- Max. Acceptable noise level: 60db (to be maintained for at least 1 year/ for outdoor unit)
- 10- White color.
- 11- All refrigeration pipes must be copper pipes.
- 12- 2 years warrantee.
- 13- English language user manual.
- 14- Compatible with EU standards.
- 15-The works include opening in concrete or block for installing and proper closing then after installation.



United Nations Relief and Works Agency  
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وكالة الأمم المتحدة لإغاثة وتشغيل  
اللاجئين الفلسطينيين في الشرق الأدنى

**Tender No. T22G-20-2019**  
**Supply and install complete air conditioners**  
**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. Catalogues are required and they must be submitted with the offer in a separate envelop, not later than the tender closing date, otherwise the offer will not be considered.
6. Contract duration is **three years** and extendable for another one-year subject for mutual agreement between the two parties of contract.
7. 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
8. 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"
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>



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10. Proposed delivery term is DDP, **UNRWA installations, throughout Gaza Strip** upon end user's request during the contract period. (**Delivery period is of the essence**).
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 will 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. In case a supplier does not deliver on time, UNRWA reserve the right to secure the goods from other sources at supplier's expense.
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. UNRWA reserves the right to split contract award among several accepted offers.
16. UNRWA will request quantities as and when needed during the contract period.
17. 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.
18. The closing date of this tender is **Tuesday 20 August 2019 at 12.00** noon, at **Finance Department** Tender Box, Gaza.
19. Bid Format. The format of the Bid shall be in two Parts/envelopes.

**Part I: The Technical envelop:**

Should be submitted in a separate sealed envelope clearly marked" tender No. T22G-20-2019 Part I: The Technical Part "which should contain the required bid bond & catalogues)

الرجاء التأكد من ارفاق الكفالة البنكية و الكتالوجات في المظروف الفنى

**Part II: The Financial envelop:**

Should be submitted in a separate sealed envelope clearly marked" tender No. T22G-20-2019 Part II: The Financial Part" which should contain all other documents, including Annex 1. The two sealed envelopes should then be put in one sealed 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](mailto:FTOC@UNRWA.org) before the tender closing date. The original offer has to be submitted to UNRWA Jerusalem office before 12:00 noon on **Tuesday 20 August 2019**, also Suppliers outside Gaza can contact Mr. Thaer Gharabli, <[T.GHARABLI@UNRWA.ORG](mailto:T.GHARABLI@UNRWA.ORG)> on phone No. 00972-542325616 for more information

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

**T22G-20-2019**

**Supply and install complete air conditioners**

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

We, the undersigned, acknowledge receipt of your Tender No: T22G-20-2019 of 21/07/2019 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 **20/08/2019** 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 18/08/2019**

Attn. Head Field Procurement Office, Gaza  
Gaza Field Office, P.O. Box 61.

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