ITB No. 3420000151
Supply of Medicine
Special Conditions
Annex II

1. Prices might 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. For contracts for goods and/or services, the contractor would represent and warrant that “it shall ensure that the procurement of goods and/or services under this Contract shall be in accordance with international law, United Nations Security Council and General Assembly resolutions, and the rules, regulations, and policies promulgated by UN principal organs, and consistent with the United Nations Guiding Principles on Business and Human Rights.”

7. For partnerships, the Partner would undertake to UNRWA that “it conduct itself in accordance with international law, United Nations Security Council and General Assembly resolutions, and the rules, regulations, and policies promulgated by UN principal organs, and consistent with the United Nations Guiding Principles on Business and Human Rights.”

-If you have any concerns about Paras 6 & 7, please inform UNRWA via e-mail to m.bader2@unrwa.org within three days from Tender Closing Date.

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 within three days from Tender Closing Date.

9. All bidders must visit and hereby acknowledge the below links in UNRWA’s website in relation to the below issues and if you have any concerns, please inform UNRWA via e-mail m.bader2@unrwa.org within three days Tender Closing Date.
10. Proposed delivery term is DDP, UNRWA Gaza Central Pharmacy and within one week from receiving the Purchase order. The priority of awarding will be given to the shortest delivery with a consecration to the financial proposal as well. Any supplier who offers different delivery terms than the proposed one in the solicitation documents should mention this clearly in his offer.

11. **Delivery period is of the essence**

12. The supplied items must be fresh manufactured and must have at least 75% of the stated shelf life upon receipt at destination.

13. Regarding the local manufactured products:
   - The product should be registered officially in the ministry of health by authorized manufacturer.
   - Certificate of analysis per batch should be submitted with the consignment.
   - Quality control tests (QCT) fees should be paid by the vendor.
   - Acceptance of the consignment and good receipt note will be done after passing the QCT.
   - The provide goods are subjected to Quality Control tests for the delivered batches, the fees/cost of the QC tests must be paid by the supplier.

14. Supplier must provide the manufacture name and the origin of country for each quoted item, which must be accepted by the Ministry of Health responsible for import into Gaza. Relevant documentation is to be submitted with the bid.

15. Regarding international manufactured products, the awarded supplier should provide the following documents:
   - Certificate of analysis for the delivered batches.
   - Free Sales Certificate.
   - Country of Origin.
   - Packing list & Invoice

16. Quantities in the tender are approximate and liable to change and UNRWA is not bound to purchase all quantities stated in the tender. UNRWA has right to purchase partial quantities from more than one supplier as per most suitable the delivery schedule or immediate delivery.

17. UNRWA General Conditions of Contract for the Provision of Goods (Annex III) are integral to and binding on any contractual agreement related to this ITB.

18. Supplier who is willing to participate in medicine tender should submit certified copy of his registration in the Ministry of Health (MOH) and certification of valid professions practicing license along with his offer.

19. It is the responsibility of the supplier who has a license of authorization / distribution and also sole authorized for any item to provide all relevant documents along with the offer.

20. Poor performance may result in suspension of supplier’s future partake in UNRWA tendering process and/or debarment of awarding for certain period. For more information about the Vendor performance evaluation, please contact the Contract Management Unit via e-mail: s.el-kahlout@unrwa.org

21. A performance bond of 10% of the contract amount for contracts that over than $5,000 will be requested in case of awarding.
22. The closing date of this tender is **Tuesday 02 June 2020 at 12.00 noon** at **Finance Department Tender Box**, Gaza.

23. **Bid Format.** The format of the Bid shall be in one envelope.

24. For outside Gaza suppliers, copy of Annex 1 has 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 02 June 2020**, also Suppliers outside Gaza can contact Mr. Thaer Gharabli, <T.GHARABLI@UNRWA.ORG> on phone No. 00972-542325616 for more information.