



United Nations Population Fund (UNFPA)
Almanshia Area, Intersection of Omak & Alsiteen
Street, Block 1/s, House # 386. Khartoum, Sudan
Telephone: +249-183-278792; +249-183-278795
Email: sudan@unfpa.org
Website: www.unfpa.org

Date: **06/07/2021**

Request for Quotation No. UNFPA/SDN/RFQ/CHS/07/21/014
Cold Boxes & Hand Sanitizers

Dear Sir/Madam,

We hereby solicit your quotation for the supply of:

- **LOT 1: 10 units of Cold Boxes**
- **LOT 2: 15000 units of Hand Sanitizers**

and their road shipment to Khartoum, Sudan.

Partial quotations are accepted in this RFQ. Vendors might:

1. **Submit only 1 quotation (Quotation LOT 1 or Quotation LOT 2)**
2. **Submit both quotations (Quotations LOT 1 and LOT 2)**

EVALUATION WILL BE CONDUCTED SEPARATELY FOR EACH QUOTATION TYPE

Suppliers are requested to provide a sample of 1 unit of Cold Box and/or 1 unit of Hand Sanitizer for evaluation purposes. 3 weeks after the closing date, the samples can be collected by the suppliers from UNFPA office. The sample of the winning bidder can only be collected after successfully completing the delivery inspection of items requested by UNFPA. Address for sample submission:

UNITED NATIONS POPULATION FUND (UNFPA)

Address: Almanshia Area, Intersection of Omak & Alsiteen Street, Block 1/s, House # 386, Khartoum, Sudan

RFQ No. UNFPA/SDN/RFQ/CHS/07/21/014

Attention: Abeer Mohamed, Procurement Associate **ONLY TO BE OPENED BY AUTHORISED UNFPA PERSONNEL**

The goods are to be delivered maximum in **2 weeks** upon issuing of PO. The quotation shall be valid at least for **90 days** after the closing date.

If you are interested in submitting a quotation for these items, kindly fill in the following documentation:

- **Annex 1. Item Specifications;**
- **Annex 2. Quotation Form A – Cold Boxes; *and/or***
- **Annex 3. Quotation Form B – Hand Sanitizers**



In addition, kindly provide the following **documentation**:

- i. Registration of the supplier/manufacturer in the Republic of the Sudan
 - Valid Commercial Registration Certificate
 - VAT Registration

- ii. Technical capability
 - Product Catalogue: technical specifications of manufactured/imported products, products similar to those listed in **Annex 1. Item Specifications**

Kindly send them by email to the secure mailbox sudan.office@unfpa.org . Clearly specify the following text in the subject line:

RFQ No. UNFPA/SDN/RFQ/CHS/07/21/014, Bidder's Name

Do not put any other email address in copy when submitting your bid, or you may be disqualified.

All prices shall be quoted in Sudanese Pound (SDG) or US Dollars (USD). Conversion of currency into the UNFPA preferred currency shall be based only on UN Operational Exchange Rate prevailing at the time of competition deadline, which can be checked at <http://treasury.un.org/operationalrates> .

The currency of payment can be US Dollar (USD) or Sudanese Pound (SDG). If payment is executed in US Dollar (USD), it is the Bidder's responsibility to own a bank account in US Dollar (USD) registered in the name of the company and be authorized to receive electronic transfer (EFT) in US Dollar (USD).

Your earliest response to this query would be highly appreciated, but not later than:

14/07/2021, 10.00 am Sudan local time

Note: Current UNFPA supplier policies apply to this solicitation and can be found at: <http://www.unfpa.org/suppliers>.

Best regards,

Name of Contact Person in UNFPA: **Abeer Mohamed**
Tel. No.: **+249 912915951**
Email: abemohamed@unfpa.org

Do not submit your bid to this contact, or your bid will be disqualified. This contact is made available only for questions and clarifications.

Bidders shall not receive responses to questions sent to sudan.office@unfpa.org since it is a secure mailbox.