



United Nations Population Fund,
UNFPA
Bldg 10, Fatmeh Idriss Lane Al-
Ghazzawi St. | West Villas, Mezzeh,
Damascus, P.O. Box
Website: www.unfpa.org

Date: 08/10/2019

Request for Quotation No. UNFPA/SYR/RFQ/RH/09-2019/51

Dear Sir/Madam,

We hereby solicit your quotation for the supply of the Medicines named below For Ministry of Health in **Damascus, Syria:**

S. No.	Item	Unity of Measure	Quantity
1	Dortaverin hcl	Ampoule	47,000
2	Tramadol 50mg	Ampoule	1,250
3	Metronidazole 1 g	Flacon	5,000
4	Dexamethasone 8mg	Ampoule	27,000
5	Enoxaparin 4000	Ampoule	8000
6	Diclofinac 75mg	Ampoule	37000
7	Ondansteron 8mg	Ampoule	13000



The quotation shall be valid at least for ONE MONTH after the closing date.

If you are interested in submitting a quotation for these items, kindly fill in the attached Quotation Form and send by email to the secure address: bidsyria@unfpa.org or via sealed envelopes at the tender box located at our office, UNFPA Damascus Office, Bldg. No. 10, Fatmeh Idriss Lane Al Ghazzawi St. West Villas, Mezzeh, Damascus, Syria. The deadline for the submission of the offers is **Wednesday, 16th of October, 2019 at 12.00 PM** (Damascus time). Offers received after the deadline, or at another email address than the one indicated in the above (bidsyria@unfpa.org) will be automatically disqualified.

Please submit your quotation in USD or SYP currency. Conversion of currency into the UNFPA preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of competition deadline.

Your earliest response to this query would be highly appreciated, but not later than **16/10/2019, 12.00PM (Damascus time)**

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

Name of Contact Person in UNFPA: Maisa Al Arab (alarab@unfpa.org)

Tel. No. +963-6121659/+963-6113764

Bids to be submitted at: bidsyria@unfpa.org

Full acceptance of the UNFPA General Terms and Conditions is mandatory. They can be located on this webpage at: <http://www.unfpa.org/resources/unfpa-general-conditions-contract>. Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.

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

Please take note of the following requirements and conditions pertaining to the supply of the above mentioned goods:

Delivery Terms [INCOTERMS 2010]	DAP
Customs clearance, if needed, shall be done by:	UNFPA
Delivery Location	Damascus, Syria
Currency of Quotation	<p>Syrian bidders who do not have a registered foreign bank account must quote in SYP taking into account the currency fluctuations.</p> <p>International bidder who have a registered foreign bank account can quote and paid in USD.</p>
Insurance	<u>Cargo insurance is covered by UNFPA. Please do not include insurance costs in the quotation</u>
All documentations, including catalogs, instructions and operating manuals, shall be in this language	English
Documents to be submitted	<ul style="list-style-type: none"> - GMP Good Manufacturing practices: All goods offered shall have a valid certificate or equivalent from Syrian health authorization. - Products list for manufacturers (if applicable). - For Syrian suppliers/manufacturers/wholesalers UNFPA is requesting the quotations to be submitted under MoH Drugstores license and MoH registration letter/report for each item (copy of license needs to be included in the bid). - For International suppliers/manufacturers/wholesalers UNFPA is requesting the submitted items to be WHO Prequalified. - <u>Samples or pictures for the samples and their CMI are mandatory</u> for each item. Samples should be send to the address indicated in the above. - Undertake that supplier will provide us with “Certificate of analysis” for each product by batches. - Certificate of Origin (CoO).

	<ul style="list-style-type: none"> - Storage Conditions: Particular storage conditions (temperature, pressure, humidity, if needed etc.), Packing and packaging details shall be clearly stated in the Technical Offer.
Period of Validity of Quotes starting the Submission Date	30 Days
Partial Quotes	Permitted
Partial Delivery	<u>NOT Permitted</u>
Payment Terms	<p>100% upon complete delivery of goods</p> <ul style="list-style-type: none"> • <u>Payments in USD will only be applicable to companies with a registered foreign bank account.</u> • <u>Payments to Syrian companies will only be processed in SYP at the price offered in the quotation.</u>
Evaluation Criteria	<ul style="list-style-type: none"> - Technical responsiveness/Full compliance to requirements and lowest price - Full acceptance of the UNFPA General Terms and Conditions - Earliest dispatch date/shortest lead time - Quantities are tentative and can be changed later.
UNFPA will award to:	One or more supplier (UNFPA reserving the rights to split contract award for the sake of mitigating delivery risks.)
Type of Contract to be Signed	Purchase Order
Conditions for Release of Payment	Written Acceptance of Goods of beneficiary based on full compliance with RFQ requirements.
Annexes to this RFQ	<ul style="list-style-type: none"> - Quotation Form (Annex 1) Annex 1 needs to be duly completed and submitted in order to qualify for the procurement process. - UNFPA General Conditions (Annex 2)