

Date: 28/10/2018

Request for Quotation No. UNFPA/SYR/RFQ/RH/10-2018/33

Dear Sir/Madam,

We hereby solicit your quotation for the supply of the items named below and their AIR/SEA shipment to **Damascus, Syria:**

S. No.	Item	Description	Unity of Measure	Quantity
1	Halotane 1mg 250ml	Halothane 100% inhalation vapour, liquid	Bottle	50
2	Propofol 1%	Propofol 1% (10mg/1ml) for injection	Ampoule	2000
3	Bubvicaine 20mg/4ml		Ampoule	600
4	Meropenem 1g		Vial	400
5	Meropenem 500 mg		Vial	400
6	Ephedrine 30mg	Ephedrine Hydrochloride 30 mg/ml, 1 mL ampoule	Ampoule	4000
7	Neostegmine 2.5mg	Neostigmine 2.5mg/ml, 1 ml ampoule	Ampoule	5000
8	Methylergometrine 0.2mg/2ml		Ampoule	8000
9	Magnesium sulphate 50%	Magnesium sulphate 500mg/ml injection in 10ml ampoule or Magnesium sulphate 500mg/ml injection in 2mL ampoule.	Ampoule	6000
10	Ketamine 50mg/ml	Ketamine hydrochloride 50mg/ml injection in 10ml vial	Ampoule	4000



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 attached Quotation Form and send by email to the secure address: syria.office@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 Tuesday, 06th of November, 2018 at 13.00 PM (Damascus time). Offers received after the deadline, or at another email address than the one indicated in the above (syria.office@unfpa.org) will be automatically disqualified.

Please submit your quotation in USD 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 **06/11/2018, 13.00PM (Damascus 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: Aos Zeidan (zeidan@unfpa.org)

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

Bids to be submitted at: syria.office@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 note that quantities are tentative and can be changed later.

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

Delivery Terms [INCOTERMS 2010]	CIF Latakia or CPT Damascus
Customs clearance, if needed, shall be done by:	Awarded supplier
Delivery Location	Damascus, Syria
Currency of Quotation	<u>USD</u>
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 <u>MoH Drugstores license and</u> 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). - 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	90 days

Partial Quotes	Permitted
Partial Delivery	<u>NOT Permitted. Awarded quantities shall be delivered within 30 days after PO receipt.</u>
Payment Terms	100% upon complete delivery of goods
Evaluation Criteria	<ul style="list-style-type: none"> - Full compliance to requirements + lowest price technically compliant + shortest lead time - Full acceptance of the UNFPA General Terms and Conditions
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)