

Date: 21/04/2022

**Request for Quotation No. UNFPA/SYR/RFQ/RH/04-2022/12**

Dear Sir/Madam,

We hereby solicit your quotation for the supply of **Pharmaceuticals** for the following items:

#	Item	Unit of Measure	Quantity
1	Serum NACL 0.9	Bag of Liter	15,000
2	Methylergometrine 0.2mg/1ml	Ampoule	500
3	Adrenaline	Ampoule	500
4	Magnesium Sulfate	Ampoule	2500
5	Dexamethasone 8 mg	Ampoule	1000
6	Hydrocortisone 100 mg	Vial	1000
7	Atropine 1 mg	Ampoule	500
8	Gentamicin 80 mg	Ampoule	250
9	Ceftriaxone 1 g	Vial	15000
10	Lidocaine 2% /50 ml	Vial	500
11	Lidocaine Gel 2%	Tube Gel	5
12	Paracetamol 1000 mg /100 ml	Flacon	2500
13	Diclofenac Sodium 75 mg	Ampoule	7500
14	Metoprolol 5mg /5ml	Ampoule	150
15	Inhaled Corticosteroids 1mg	Aerosol	100
16	Inhaled Salbutamol 0.5%	Aerosol	100
17	Dopegyt 250mg	Tablet	2500
18	Nifedipine 10mg	Tablet	1000
19	Salbutamol	Ampoule	50
20	Fosmide 20mg	Ampoule	750

**Please note that quantities are tentative and can be changed later. UNFPA does not warrant that any quantity will be purchased.**

The goods are to be delivered maximum in (40) days upon issuing of PO. The quotation shall be valid at least 90 days after the closing date.

If you are interested in submitting a quotation , kindly fill in the attached Quotation Form and send by email along with the technical offer to : [bidsyria@unfpa.org](mailto:bidsyria@unfpa.org) . Bids may also be submitted by hand to the following address:

**UNFPA Syria office**  
**Bldg. No. 10, Fatmeh Idriss Lane**  
**Al Ghazzawi St.**  
**West Villas, Mezzeh,**  
**Damascus, Syria**

Please submit your quotation in **USD or SYP** currency. Conversion of currency into the UNFPA preferred currency (USD), 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 **28/04/2022, 12.00PM (Damascus time)**. Offers received after the deadline or at another email address than the one indicated in the above ([bidsyria@unfpa.org](mailto:bidsyria@unfpa.org)) will be automatically **disqualified**

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

Best regards,

Bobir Djuraev  
International Operations Manager

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

Delivery	<ul style="list-style-type: none"> <li>- Damascus, Syria (Exact location within Damascus will be provided to the successful bidder)</li> <li>- Delivered medicines should have a minimum of 75% of shelf-life upon receipt;</li> <li>- Delivery time of the items shall be delivered within (40) days maximum</li> </ul>
Customs clearance, if needed, shall be done by:	Awarded supplier.
Currency of Quotation	USD  Local suppliers can submit their offer in either USD or SYP
All documentations, including catalogs, instructions and operating manuals, shall be in this language	English
Documents to be submitted	<ul style="list-style-type: none"> <li>- Valid commercial registration or registered drugstore license;</li> <li>- <b>Pharmaceuticals manufactured locally:</b> all items offered shall have Syrian MoH registration letter</li> <li>- <b>Pharmaceuticals manufactured internationally:</b> Bidders shall be responsible for all required documentation and certificates for the medicines to be permitted for importation to Syria.</li> <li>- <b><u>The manufactural and the trade name for each item/medicine with full info on the content in additional to packing and packaging details shall be included in the technical proposal</u></b></li> <li>- Undertake that supplier will provide us with a “Certificate of analysis” for each product by batches.</li> <li>- Certificate of Origin (CoO).</li> <li>- Storage Conditions: Particular storage conditions (temperature, pressure, humidity, if needed, etc.).</li> </ul>
Period of Validity of Quotes starting the Submission Date	90 days
Contact Person for Inquiries (Written inquiries only)	<p>Aos Zeidan (zeidan@unfpa.org) Tel. No. +963-6121659/+963-6113764</p> <p>Any delay in UNFPA’s response shall be not used as a reason for extending the deadline for submission, unless UNFPA determines that such an extension is necessary and communicates a new deadline to the bidders</p>
Partial Quotes	Permitted per line. However the bidder shall submit the offer for the full quantity per line ( As per Annex 1- Quotation Form)
Partial Delivery	NOT Permitted
Payment Terms	<p>100% upon complete delivery of goods</p> <ul style="list-style-type: none"> <li>• Local companies will be paid in local currency (SYP) at the offered price (if offered in SYP) or at the UN Exchange rate at the invoice date (if offered in USD)</li> <li>• International companies will be paid in USD or PO</li> </ul>

	<p>currency.</p> <p>N.B:</p> <ul style="list-style-type: none"> <li>- Local company is the company legally registered in the Syrian Arab Republic regardless of the owner(s) nationalities'(s)</li> <li>- International company is the company legally registered out of Syrian Arab Republic regardless of the owner(s) nationalities'(s)</li> </ul>
Liquidated Damage	<p>Will be imposed as follows:</p> <ul style="list-style-type: none"> <li>- Percentage of contract total per calendar day of delay: 1%</li> <li>- Maximum number of calendar days of delay 10 calendar days, after which UNFPA may terminate the contract without any liability against UNFPA</li> </ul>
Evaluation Criteria	<ul style="list-style-type: none"> <li>- Technical responsiveness/Full compliance to requirements and lowest price</li> <li>- Full acceptance of the UNFPA General Terms and Conditions</li> <li>- Shortest lead time maximum upon releasing Purchase Order</li> <li>- Quantities are tentative and may be changed later.</li> </ul>
UNFPA will award to:	One or more suppliers (UNFPA reserves the rights to change the quantities and split contract award)
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"> <li>- Quotation Form (Annex 1)</li> </ul> <p>Annex 1 need to be duly completed and submitted in order to qualify for the procurement process.</p> <ul style="list-style-type: none"> <li>- UNFPA General Conditions (Annex 2 )</li> <li>- Questionnaire for Pharmaceuticals (Annex 3)</li> </ul>