




Date: 05/05/2022

**Request for Quotation No. UNFPA-SYR-RFQ-RH-05-2022-14**

Dear Sir/Madam,

We hereby solicit your quotation for the supply of **PAP Smear Items** for Ministry of Health in Damascus as per the following details:

#	Item	Comment	Unit of Measurement	Quantity
1	<b>Hematoxylin Solution/Harris Papanicolaou's</b> محلول هيماتوكسيلين (بابانيكولاو) لتلوين اللطاخات	Solution in a sealed container محلول ضمن عبوة محكمة الغطاء محلول هيماتوكسيلين بطريقة بابا نيكولاو لتلوين اللطاخات ضمن عبوة زجاج غامقة محكمة الإغلاق	<b>Bottle of 1000ml</b>	<b>20</b>
2	<b>Orange G Solution (OG6) 2a Papanicolaou's</b>	Solution in a sealed container محلول ضمن عبوة محكمة الغطاء بطريقة بابانيكولاو لتلوين G محلول أورنج اللطاخات ضمن عبوة زجاج غامقة محكمة الإغلاق	<b>Bottle of 1000ml</b>	<b>20</b>
3	<b>Absolute alcohol ( Ethanol)</b> كحول مطلق (إيثانول)	Solution in a sealed container, 100% Ethanol محلول ضمن عبوة محكمة الغطاء 100% إيثانول	<b>Bottle of 1000ml</b>	<b>200</b>
4	<b>Anti-Line/ Entellan</b> أنتي لاين	Solution in a sealed container محلول ضمن عبوة محكمة الغطاء	<b>Bottle of 500ml</b>	<b>10</b>
6	<b>Xylene isomeric mixture for history</b>	Solution in a sealed container محلول ضمن عبوة محكمة الغطاء	<b>Bottle of 2500ml</b>	<b>20</b>
3	<b>Light green solution G Solution 3b EA 50 for cytology Papanicolaou's</b>	Solution in a sealed container محلول ضمن عبوة محكمة الغطاء	<b>Bottle of 1000ml</b>	<b>20</b>
7	<b>Spatula for samples</b> 	Spatula سباتولا مقشطة Identify contains of spatula in one box	<b>Box of at least 500 Spatula</b>	<b>4</b>
8	<b>Stainless steel container holder consists of 12 Division for Samples, including Vitro Container</b> ستاند ستانلس ستيل للتلوين يحوي 12 حوض فايبر كلاس	حامل أحواض ستانلس يحتوي 12 حوض فايبر لتلوين اللطاخات مع سلة خاص به عدد 4 مع كل حامل	<b>Stand</b>	<b>2</b>
9	<b>Diamond Pen for writing on samples</b>	قلم رأس ألماس للكتابة على الزجاج	<b>EA</b>	<b>2</b>
10	<b>silver pen</b>	قلم فضة للكتابة على الزجاج لا يحوي بالكحول	<b>EA</b>	<b>20</b>
11	<b>Wooden container for samples</b>	علبة خشب لحفظ الشرائح سعة 50 شريحة	<b>EA</b>	<b>20</b>

**Please note that quantities are tentative and can be changed later.**

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 Annex-1 Quotation Form and send by email to the secure address: [bidsyria@unfpa.org](mailto:bidsyria@unfpa.org) The deadline for the submission of the offers is **Monday 16th of May, 2022 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](mailto:bidsyria@unfpa.org)) will be automatically disqualified.

Please submit your quotation in USD or SYP currency. The evaluation shall be based on USD. All prices will be converted to USD using the UN Operational Exchange Rate prevailing at the time of RFQ deadline.

Your earliest response to this query would be highly appreciated, but not later than **16th of May, 2022 at 12.00 PM (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](mailto:alarab@unfpa.org))

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

Bids to be submitted at: [bidsyria@unfpa.org](mailto: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.

Best regards

Bobir Djuraev  
International Operations Manager

DocuSigned by:  
*Bobir Djuraev*  
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Please take note of the following requirements and conditions pertaining to the supply of the abovementioned goods:

Delivery Terms [INCOTERMS 2010]	DAP
Customs clearance, if needed, shall be done by:	Awarded supplier
Delivery Location	Ministry of Health Central Warehouse - Damascus, Syria
Currency of Quotation	Syrian bidders who do not have a registered foreign bank account <b>can quote in USD/ SYP</b> taking into account the currency fluctuations, and the payment will be processed in SYP at the UN operational exchange rate at the payment date. International bidder who have a registered foreign bank account <b>can quote and paid in USD.</b>
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>- MoH Registration report for each item</li> <li>- MoH Drugstore license/ authorization</li> <li>- <b>Samples are mandatory</b> for each item. Samples should be send to (UNFPA Damascus Office, Bldg. No. 10, Fatmeh Idriss Lane Al Ghazzawi St. West Villas, Mezzeh, Damascus, Syria).</li> <li>- Free Sale Certificate: All goods offered under this RFQ shall have a current free sale certificate or equivalent (ex. Customs Declaration) from a regulatory authority of the country of origin, where applicable.</li> <li>- Changes from Specification: Wherever items offered are not in compliance with specifications indicated by UNFPA, or wherever alternatives are offered, it is the Bidders responsibility to provide the Bid fully descriptive specification and documentation of such items. In such instances the item or items must be clearly marked as an alternate and not being in compliance with specification.</li> <li>- Country of Origin: The country of origin for each product shall be clearly stated in the Technical Offer and Packing Information</li> </ul>



	<ul style="list-style-type: none"> <li>- Warranty Requirements: Bidder must submit Product Warranty Certificate valid at least for One Year from the date of Purchase Order at the time of delivery.</li> <li>- Storage Conditions: Particular storage conditions (temperature, pressure, humidity, etc.) shall be clearly stated in the Technical Offer.</li> <li>- Special Conditions: Brand name, country of origin, contents and specifications of each item shall be clearly marked on each item. Language of such information shall be English and/or Arabic.</li> </ul>
Period of Validity of Quotes starting the Submission Date	90 days
Partial Quotes	Permitted
Partial Delivery	NOT Permitted
Payment Terms	<ul style="list-style-type: none"> <li>- 100% upon complete delivery of goods</li> <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 currency.</li> </ul> <p>N.B:</p> <ul style="list-style-type: none"> <li>- Local company is the company legally registered in Syria 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>
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>- Lead Time within (30) days upon releasing Purchase Order</li> <li>- Quantities are tentative and can be changed later.</li> </ul>
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"><li>- Quotation Form (Annex 1)</li></ul> Annex 1 need to be duly completed and submitted in order to qualify for the procurement process. <ul style="list-style-type: none"><li>- UNFPA General Conditions ( Annex 2 )</li></ul>

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