إعلان مناقصة

التاريخ
20/11/2019

يعلن مكتب المشتريات بوكالة غوث وتشغيل اللاجئين الفلسطينيين الإقليمي - عن طرح المناقصة التالية:

<table>
<thead>
<tr>
<th>رقم المناقصة</th>
<th>اسم المناقصة</th>
<th>موعد و مكان التسليم</th>
</tr>
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<tbody>
<tr>
<td>3419000314</td>
<td>شراء ملابس شتوية</td>
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</tbody>
</table>

الإربعاء، 04 ديسمبر 2019
الساعة 12:00 ظهراً
في صندوق المناقصات بمكتب المالية - غزة

فعلى الراغبين بالمشاركة في هذه المناقصة التوجه إلى مكتب المشتريات في مكتب غزة الإقليمي (portal.unrwa.ps) للحصول على ملف المناقصة أو زيارة موقع بوابة معلومات الإونةوا ابتداء من يوم الخميس الموافق 21 نوفمبر 2019.

ملاحظات هامة

1- لن يقبل أي عرض يتم تسليمه بعد الموعد المحدد أعلاه لاستلام المظروف.
2- يجب التأكد من إرفاق كلفة دخول العطاء مع عرض السعر، وهي عبارة عن شيك بنكي أو كلفة بنكية بقيمة 1000 دولار أمريكي (عدم إرفاق الكفالة يؤثر على عرض السعر المقدم).
3- سيتم عقد إجتماع تمهيدي مع الموردين لمناقشة القضايا المتعلقة بالمناقصة يوم الخميس الموافق 28/11/2019 الساعة 10:00.

لمزيد من المعلومات، يرجى التواصل مع مكتب المشتريات - البضائع بالأعمال على رقم 22873068.

علاء الكريري
نائب مدير مكتب المشتريات والتوريدات

20/11/2019
Dear Sirs,

You are hereby invited to quote for the supply of the items listed on the attached Tender No. 3419000314, which form an integral part of this tender and are based on good faith estimates of UNRWA’s needs. UNRWA makes no commitment to either bid or exceed these quantities.

Any contract resulting from this Tender will be subject to the attached quotation sheet (Annex I) and to UNRWA standard “General Conditions of Contract for the Provision of Goods Only “Annex IV” and the tender documents. In the event a contract is awarded, the price specified in the contract shall, unless otherwise indicated by the vendor, remain fixed and unchanged for the duration of the contract and any extension.

This Tender does not commit UNRWA to receive or consider any bid or to award contract(s) or to pay any costs incurred in submitting bids, or in making necessary studies for the preparation thereof, or in procuring contracting services or supplies necessary in order to complete the bid. UNRWA reserves the right to reject any or all offers received in response to the Tender and to negotiate with any of the vendors or other vendors in any manner, which UNRWA deems to be in its best interest.

This Tender contains no contractual offer of any kind. Any bid submitted will be regarded as an offer by the bidder and not as an acceptance by the bidder of an offer made by UNRWA. No contractual relationship will exist except pursuant to a written contract signed by UNRWA and the chosen bidder(s). UNRWA has the right to cancel any resulting contract upon reasonable advance notice.

Tender must be submitted on the attached Tender form No. 3419000314 "Annex I" and mailed in a separate quotation envelope sealed and clearly marked "Confidential", Tender No. 3419000314 mailing address for quotations listed hereunder. Tender and samples against each quoted item must be received before the indicated time and date of tender closure at the specified mailing address for Tender designated below.

1. Item(s): Supply of Winter Clothes
2. Tender Samples: Samples are Required
3. Required validity of offer: 120 Days
4. Proposed delivery date: within two weeks from receiving the purchase order
5. Proposed delivery term: Refer to para # 11 & 12 on Annex III
6. UNRWA has the right to split the award in accordance with the lowest bid against each item. Any bidder that does not accept award in accordance with this condition must state "ALL OR NONE" on the bid.
7. Payment terms: Within 45 days from receipt of goods and invoice.
8. Proposed Currency: USD
9. A Pre-Bid meeting: 28/11/2019, at 10:00 am
10. Tender Closure: 04/12/2019, at 12:00 hrs local Gaza Time
11. Mailing address:
   UNRWA
   Chairman, Field Tender Opening Committee
   (For Finance Department)
   P.O. Box 61, Gaza
   P.O. Box: 18100
   91180 Jerusalem – Israel
   VAT License No. 757400098

For the purpose of hand delivery, the address is Thalathini Street, Gaza.

Please quote prices for each item without VAT and other Taxes. Refer to paragraph 2 of Annex III (special conditions).

Responses sent by fax are acceptable and should only be sent to fax No. 08-2887422 in order to safeguard the confidentiality of your response. This is only acceptable provided that your faxed response is supported by hard copies of the bid to be mailed separately to the address above clearly showing official postal date stamp prior to the closing date & time of the tender as set out above. Please also include in this mailed submission a copy of your fax message confirmation note from your fax machine showing that the faxed reply actually was sent to the correct fax No. of UNRWA and including No. of pages sent as well as the result code for the transmission.

Thank you.
Yours sincerely,

John Loeben
HPFLO, Gaza

Supplier’s Name: ___________________________  Signature: ___________________________
Tel No.: ___________________________  Date: ____________
Fax No.: ___________________________
# Invitation to Bid

**ITB No:** 3419000314  
**ITB Date:** 19/11/2019

**UNRWA Collective No:** 3419000263

**TO**  
Public Vendor  
Jordan

**Return Quotation TO**  
UNRWA  
Gaza Field Office  
Al-Azhar Road Rimal Quarter  
P.O. Box 61  
Gaza City  
Palestine

**Vendor Code:** 40003588  
**Closing Date:** 04/12/2019

**Bid Currency:**  
**Payment Terms:**  
**Delivery Terms:**

## Line | Material/Service | Description | Plant | UOM | Quantity | Unit Price | Total Price |
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<td>EA</td>
<td>189,000</td>
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|      |                 | Notes: "Sweaters for 95 male and 94 female for ages from (2-5) Specifications: High Quality Water-resistant 100% polyester (outside) fur/ Cotton (inside) Heavy suitable colors for male and female (<7>&<7>) with hat OR Overcoat for male and female for ages from (2-5) Winter wool coat (Jokh) Suitable colors for male and female (<7>&<7>) with hat High Quality The sizes should be exchanged in case that they are not suitable for children (the children can try and choose the fit size for them). The children have the right to choose either sweater or Jokh."

| 2    | 53101700.0001   | Sweaters    | GZF2  | EA  | 991,000  | 991,000    |             |
|      |                 | Notes: "Sweaters for (479) and female (512) for ages from (6-10) Specifications: High Quality Water-resistant 100% polyester (outside) fur/ Cotton (inside) Heavy suitable colors for male and female (<7>&<7>) with hat OR Overcoat for male and female for ages from (6-10) Winter wool coat (Jokh) Suitable colors for male and female (<7>&<7>) with hat High Quality The sizes should be exchanged in case that they are not suitable for children (the children can try and choose the fit size for them). The children have the right to choose either sweater or Jokh." |
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**ITB Date:** 19/11/2019

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|      |                 | Notes: "Sweaters for (701) male and (597) female for ages from (11-15) Specifications: High Quality Water-resistant 100% polyester (outside) fur/ Cotton (inside) Heavy Suitable colors for male and female with hat OR Overcoat for male and female for ages from (11-15) Winter wool coat (Joukh) Suitable colors for male and female with hat High Quality. The sizes should be exchanged in case that they are not suitable for children (the children can try and choose the fit size for them). The children have the right to choose either sweater or Joukh."
|      |                 |             |       |     |          |            |             |
| 4    | 53101700.0001   | Sweaters   | GZF2  | EA  | 722,000  |            |             |
|      |                 | Notes: "Sweaters for male (361) and female (361) for ages from (16-18) Specifications: High Quality Water-resistant 100% polyester (outside) fur/ Cotton (inside) Heavy Suitable colors for male and female with hat OR Overcoat for male and female for ages from (16-18) Winter wool coat (Joukh) Suitable colors for male and female with hat High Quality. The sizes should be exchanged in case that they are not suitable for children (the children can try and choose the fit size for them). The children have the right to choose either sweater or Joukh."
|      |                 |             |       |     |          |            |             |
| 5    | 53103000.0001   | T-shirt    | GZF2  | EA  | 180,000  |            |             |
|      |                 | Notes: "T-Shirt for 95 male and 94 female for ages from (2-5) Specifications: Wool long sleeves T-shirt High Quality For male and female Multi-colors with different patterns The sizes should be exchanged in case that they are not suitable for children (the children can try and choose the fit size for them)."
|      |                 |             |       |     |          |            |             |
| 6    | 53103000.0001   | T-shirt    | GZF2  | EA  | 991,000  |            |             |
|      |                 | Notes: "T-Shirt for male (479) and female (512) for ages from (6-10) Specifications: Wool long sleeves T-shirt High Quality For male and female Multi-colors with different patterns The sizes should be exchanged in case that they are not suitable for children (the children can try and choose the fit size for them)."

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<td>Notes: &quot;Internal winter suit (Thermal) for male (361) and female (361) for ages from (16-18) Specifications; Thermal clothes for male and female High Quality Multi colors The sizes should be exchanged in case that they are not suitable for children (the children can try and choose the fit size for them).&quot;</td>
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<td>Notes: &quot;Hat for 95 male and 94 female for ages from (2-5) Specifications Wool For Male and Female High Quality multi colors&quot; Hat and scarf could be in one package together.</td>
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**Invitation to Bid**

**ITB No:** 3419000314  
**ITB Date:** 19/11/2019  
**UNRWA Collective No:** 3419000263

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**ITB No:** 3419000314  

**ITB Date:** 19/11/2019  

**UNRWA Collective No:** 3419000263

### SCHEDULE SECTION

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| Delivery Address | GENERAL STORES- FIELD OFFICE GAZA  
GAZA - EL-THALATHEN STR.  
P.O. Box 61  
GAZA  
PALESTINE |

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**Vendor Comments:**  
Total of lines  
Discount  
Sub-Total  
Freight  

**Date:**  

**Vendor Authorization Signature:**  
Bid Total  

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**On behalf of vendor**  

**Date**  

**Printed on:** 19/11/2019 time 11:47:11  

6 of 6
Tender No. 3419000314
Supply of Winter Clothes

Annex II (Further Detailed Information)

1. Background

UNRWA, GFO, Relief and Social Services Programme-RSSP is going to distribute and supply winter clothes package of Sweater or overcoat, Wool Blouse, Internal Winter Suit, Scarf, Cap and Gloves to vulnerable children as a part of the activities implemented through the phase 4 of the project of “Intervention to support the vulnerable children in Gaza Strip” funded by IRUSA.

The distribution is planned to be implemented in December 2019 and it will target 3200 vulnerable children.

The Contractor should have the expertise and resources to ensure the provision and the distribution according to the orphan and children with disabilities ages and ensure the efficiency of the distribution process according to the term of reference.

2. Purpose

UNRWA is seeking an external service provider to carry out the winter clothes distribution process for vulnerable children through specific locations.

3. Background and Details about Target Vulnerable Children

The target group 3200 vulnerable children (orphans and children with disabilities) distributed among Gaza Strip. (More details attached in Annex X)

4. Scope of Work

1. The contractor to supply and distribute the following winter clothes package for 3200 vulnerable children from (2-18 years old) both boys and girls

1.1. Package of winter clothes contains:

- Sweater
  - High Quality
  - Water-resistant
  - 100% polyester (outside) fur/ Cotton (inside)
  - Heavy
  - For male and female
Samples:

- Winter wool coat (Joukh)
- Solid Color: suitable colors for male and female
- High Quality

OR

Samples
• T-shirt (Wool Blouse)
  ○ Wool long sleeves T-shirt
  ○ High Quality
  ○ For male and female
  ○ Multi-colors with different patterns

• Thermal Underwear
  ○ Thermal clothes for male and female
  ○ High Quality
  ○ Multi colors
Samples:

- Scarf
  - Wool
  - Most Popular Patterns and Colors
  - High Quality
  - For Male and Female

Samples:

- Wool Cap (Hat)
  - Wool
  - For Male and Female
  - High Quality

Samples:
• Gloves
  o 100% Finest & High Quality
  o Super Soft Wool
  o For male and female

Samples:

2. The contractor should specify at least 5 separated locations in five governorates to distribute the school supplies for the vulnerable children under the coordination & the supervision of the social worker assigned by UNRWA. The locations should contain just the specified winter clothes in the tender.

3. Contractor should provide the layout of organizing the products and to ensure showing them in an organized way and ensure separating them from other products. This should be reviewed with RSSP before starting the process.

4. Contractor should separate the beneficiaries from the customers.

5. The locations should be clean and wide and suitable for the distribution process.
6. The locations for distribution should be accessed easily for the vulnerable children & the children with disabilities. Information on the accessibility locations to public transportation for the vulnerable children and their families should be provided before the distribution to UNRWA.

7. The distribution should in the specification tables during UNRWA working days from Sunday to Thursday at 9:00 to 2:00 pm. Specific dates will be agreed with RSSP.

8. The distribution process will be under the supervision and instructions by UNRWA social workers.

9. Contractor will be responsible for the distribution process for the vulnerable children and providing the items shown below upon their size and in case there is odd size for any of them the contractor should be obliged to fit the size be sewing it.

10. Contractor shall offer the children's a wide range of goods sizes.

11. Sizes should be fitting all ages from (2-18 years) for male and female. (More details attached in Annex X)

12. All the winter clothes package must be new. As a minimum requirement all the winter clothes package must be washable and/or dry cleaned and wrinkle resistant.

13. The contractor should provide samples for testing and evaluation to ensure products meet children's requirements and are suitable for their purpose.

14. Products will be packaged appropriately to ensure safe delivery to children home.

15. Specify fitting room for male and female to switch winter clothes supplies.

16. The contractor shall ensure that all products are appropriately delivered to vulnerable children in good manner.

17. The contractor should ensure saving the dignity of beneficiaries and dealing with them with respect manner.

18. The contractor should be committed to using the forms developed by UNRWA and also to be cooperate and flexible with the photographer to cover the distribution process as part of the visibility. In addition to hanging the projects banners or roll ups on the distribution places.
19. The contractor should be responsible for handling any problem for the items due to defects while responding to beneficiaries upon their requests.

20. The contractor is requested to supply and distribute the winter clothes package for 3,200 vulnerable children both male and female as indicated in Annex X.

21. Quantity may be increased or decreased within a percentage of %20. The contractor will be charged only based on the actual number of distributed items

5. **Duration of Service**

The implementation period will be within two weeks from date of signing purchase order.

6. **Deliverables and Target Completion**
   a. As per the defined location(s) proposed by the supplier and agreed by UNRWA
   b. Distribute the winter clothes package to the vulnerable children (± 3200).

7. **Reporting**

The contractor will report directly to UNRWA Social Workers then to the project coordinator.

8. **Evaluation criteria**

Bids will be evaluated first on their technical merit using the evaluation grid below. In order to consider the bidder for the financial stage, the service provider shall pass the technical evaluation successfully.

<table>
<thead>
<tr>
<th>#</th>
<th>Evaluation criteria for technical proposal</th>
<th>Pass/No Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Suitability of proposed distribution locations (provide us with photos for distribution locations). (easily accessed, space(Area m2) to accommodate beneficiaries as per in Annex X)</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Layout for organizing the items and the distribution process. The supplier to propose the Place, Location, Area.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Sample of packaged winter clothes, as per the requested specification (or equivalent)</td>
<td></td>
</tr>
</tbody>
</table>
### Annex X

<table>
<thead>
<tr>
<th>Age</th>
<th>North Female</th>
<th>North Male</th>
<th>Gaza Female</th>
<th>Gaza Male</th>
<th>Middle Female</th>
<th>Middle Male</th>
<th>Khan Yunis Female</th>
<th>Khan Yunis Male</th>
<th>Rafah Female</th>
<th>Rafah Male</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>(2 - 5)</td>
<td>15</td>
<td>18</td>
<td>19</td>
<td>13</td>
<td>14</td>
<td>22</td>
<td>25</td>
<td>22</td>
<td>21</td>
<td>20</td>
<td>189</td>
</tr>
<tr>
<td>(6 - 10)</td>
<td>81</td>
<td>84</td>
<td>103</td>
<td>88</td>
<td>119</td>
<td>132</td>
<td>95</td>
<td>78</td>
<td>114</td>
<td>97</td>
<td>991</td>
</tr>
<tr>
<td>(11 - 15)</td>
<td>119</td>
<td>118</td>
<td>101</td>
<td>143</td>
<td>165</td>
<td>206</td>
<td>77</td>
<td>93</td>
<td>135</td>
<td>141</td>
<td>1298</td>
</tr>
<tr>
<td>(16 - 18)</td>
<td>78</td>
<td>75</td>
<td>72</td>
<td>65</td>
<td>79</td>
<td>110</td>
<td>57</td>
<td>42</td>
<td>75</td>
<td>69</td>
<td>722</td>
</tr>
<tr>
<td>Grand Total</td>
<td>293</td>
<td>295</td>
<td>295</td>
<td>309</td>
<td>377</td>
<td>470</td>
<td>254</td>
<td>235</td>
<td>345</td>
<td>327</td>
<td>3200</td>
</tr>
</tbody>
</table>
1. The prices might be in USD.

2. The supply of goods, services and works to UNRWA in Gaza and West Bank (WB) is VAT exempt. In the event that this is not the case, Paragraph 19 of the General Conditions of Contract for the Provision of Goods and / or Services will apply. Without prejudice to the applicability of all the terms and conditions of the contract under which the tender is implemented, bidders are reminded that price(s) quoted by them as the Total Price shall be deemed to include all their obligations under the contract and for all other matters and things necessary for their delivery of the goods and / or services, including all charges, overheads, and other costs of whatsoever nature.

3. Supplier must provide a valid VAT clearance letter in case of awarding with a minimum validity of 30 days. Failure to do so will result in the offer not being considered.

4. Supplier must provide VAT exempt invoices.

5. Where the contract provides for payment in whole or in part to be made to the contractor in foreign currency or currencies, such payment shall not be subject to variations in the rate or rated of exchange between such specified foreign currency or currencies and the currency of the country in which the works are to be executed. The bidder/the contractor bear the risk of any currency exchange changes.

6. All bidders must visit the below links in UNRWA’s website in relation to the below issues:
   - UNRWA Procurement Policy:
     https://www.unrwa.org/procurement/policy
   - UN Suppliers Code of Conduct:
     https://www.unrwa.org/procurement/suppliers
   - Message on UNRWA’s right to publish awarded contract details online:
     https://www.unrwa.org/procurement/tenders

7. Samples are required and must be submitted to procurement office, not later than the tender closing date otherwise, the bid will not be considered.

8. A Pre-bid meeting will be held at 10:00 am on Thursday 28 November 2019 at Logistics meeting room to discuss tender related issues and answer bidder’s queries.

9. A bid bond (bank cheque or bank guarantee) of USD 1,000 with a validity of 120 days must be provided with the tender; otherwise the offer will not be considered. “Stamp should be added at the back of the cheque.”

10. Proposed delivery term is DDP, at the specified distribution locations throughout Gaza Strip, within two weeks from receiving the purchase order. (Delivery period is of the essence).

11. The distribution process will be done with coordination with the UNRWA committee.(5 locations, one location each day)

12. The awarded supplier will deliver and distribute the items among Gaza Strip with all required sizes. The children will wear, try and choose their suitable sizes at place, therefore the supplier has to be ready to secure all suitable sizes for all students.

13. A performance bond of 10% of the contract amount for contracts that over than $5,000 will be requested in case of awarding.

14. Quantities in the tender are approximate and liable to change and UNRWA is not bound to purchase all quantities stated in the tender.
15. In case a supplier does not deliver on time, UNRWA reserve the right to secure the goods from other sources at supplier's expense.

16. UNRWA General Conditions of Contract for the Provision of Goods (Annex IV) are integral to and binding on any contractual agreement related to this Tender.

17. The closing date of this tender is **Wednesday 04 December 2019 at 12:00 noon**, at Finance Department Tender Box, Gaza.

17. Bid Format. The format of the Bid should be in one envelope that include includes the required bid bond & financial offer with all other documents.
Dear Sir,

We, the undersigned, acknowledge receipt of your Tender No: 3419000314 of 20/11/2019 and hereby confirm that:

We intend ( )
We do not intend ( )

If not, please state the reasons in writing

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........................................................................................................................................
........................................................................................................................................
........................................................................................................................................

to submit a bid to UNRWA by the deadline date of 04/12/2019 at 12:00 hrs local Gaza time.

Yours sincerely,

Signature: ..............................................................................................................................

Name: .................................................................................................................................

Name and Address of Company: ..........................................................................................

Telephone No: ........................................ Facsimile No ......................................................

NOTE:
If you do not reply to invitation for three times, your standing with UNRWA will be affected.

Return this Annex only via Facsimile to: 2887339 latest by 02/12/2019
Attn. Head Field Procurement Office, Gaza
Gaza Field Office, P.O. Box 61.