



United Nations Population Fund,
UNFPA Yemen
Haddah St. behind Lazourde Hotel
Sanaa'a., Yemen
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Email:
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Date: 05/08/2018

Request for Quotation No. YEM-2018-ERFQ-007

Dear Supplier,

We would appreciate if you could provide us a quotation for Mama Dignity Kits items listed below:

Item	Description	الوصف	Unit of Measure	Quantity of Item per Kit / الكمية	المواصفات	Specifications
1	Cotton Cloth sheet body wrap	غطاء الجسم من القماش القطن	Piece	1	بطبقتين من القطن الخالص المطبوع بنقوش مختلفة	2 meters printed pure cotton sheet in different patterns.
2	Sleepers/ flip flop	حذاء / تقليب الوجه	Pair	1	أحجام مختلفة تتراوح من 10-7	Various sizes ranging from 7 – 10
3	Heavy Duty Sanitary Pads	فوط صحية ثقيلة	Pack	1	من النوع الثقيلة للمرأة بعد الولادة	Heavy duty packs for postpartum women
4	Ordinary Sanitary Pads	الفوط الصحية العادية	Pack	2	الفوط الصحية العادية	Ordinary sanitary pad
5	Underwear	ملابس داخلية	Pair	2	الحجم: كبير أو إضافي اللون: أسود وأزرق داكن	Size: Large or Extra Large; Color: Black and Navy-blue
6	Detergent Powder	مسحوق التنظيف	Kgs	1	2 عبوة من كل 500 غرام	2 packs of 500g each
7	Cotton Robe for the mother	ملابس /روب القطن للأم	Piece	1	رداء أسود للأم. مقاسات مختلفة	Black robe for the mother; different size
8	Baby dress/ warm overall	ثوب طفل مكمم / دافئ	Piece	1	لبس للمولود الجديد من القطن للشتاء	Overall new-born baby dress cotton for winter
9	Baby dress/ sleeveless overall	ملابس طفل / بلا أكمام الشاملة	Piece	1	لبس للمولود الجديد من القطن مناسب في الصيف	Overall new-born baby dress cotton for Summer

10	Pampers	حفاظات للمولود	Packs	3	بامبرز للمولود الجدد Kg 3.5 إلى Kg2.5	Pampers for new-borns 2.5Kg to 3.5 Kg
11	Baby Towel	منشفة الطفل	Piece	1	ألوان مختلفة	Various colours
12	Baby Shawl	شال اطفال	Piece	1	المولود الجديد شال	New-born Baby Shawl
13	Baby Soap	صابون اطفال	Piece	4	100 غرام × 4 قطع	100 g X 4 pieces
14	Baby wrap	غطاء الطفل	Piece	2	غطاء من القطن 1x1 متر لتغليف الطفل	Cotton sheet 1x1 meter for wrapping the baby
15	Baby Vaseline	الفازلين الاطفال	grams	200	في علب	In bottles
16	Baby Bag	حقيبة اطفال	Piece	1	مصنوعة من مواد متينة ومغلقة مع سحاب ، كبيرة بما يكفي لحزم ملابس الطفل. مع رسائل الصحة على قيمة الولادة في مرفق صحي	Made of durable material and closed with a zipper, big enough to pack baby kit.
17	Carrier Bag with UNFPA logo	حقيبة كبيرة مع شعار اصدقاء صندوق الأمم المتحدة للسكان	Piece	1	مصنوعة من مواد متينة ذات نوعية وخامة جيدة ومغلقة مع سحاب. كبيرة بما يكفي لحزم جميع عناصر المجموعة المذكورة أعلاه	Made of durable with good quality material and closed with a zipper; big enough to pack all the above kit items
18	Abaya with head scarf for the mother	عباية مع الطرحة للامهات	Piece	1	عباية مع الطرحة للامهات مقاسات مختلفة	Different size of the Abaya

Quotation Instructions

- Bidder(s) need to confirm the quoted specifications of items and state any amendment to those specifications. Filling this form is part of the Quotation submission.
- The quantity of items is between 5,000 – 10,000. It might be increased or decreased based on the final price.
- UNFPA may award one or more suppliers, given the quantity and dates required.
- Please send your quotation to this email: procurement.yemen@unfpa.org and also a sealed envelope with the samples.
- Delivery should include the Transportation cost to UNFPA warehouse Sana'a - Yemen.
- Complete delivery of all these items is expected within 15 days of award of Purchase Order. The sample of complete packed kit is due on quotation due date- delivered separately from the quotation to UNFPA office, Yemen.



- The quotation shall be valid at least for 2 month after the closing date. Please submit your quotation in US Dollars currency.
- These items should be packed as planned for delivery; efficient and compact to enable ease of distribution.
- Award will be lowest price bidder(s) meeting the quality and packing requirement assessed by a panel review of the samples. UNFPA will only accept submission from companies who have previously supplied similar products to a UN or similar aid agency. Please also include contract reference number and value from a previous Purchase Order placed by a UN/aid agency. Copy of your company's government registration, Tax ID/ Business License are required along with your submission.

UNFPA General Terms and Conditions apply; payment terms are 30 days from delivery of goods.

If interested in submitting a quotation for these items, kindly fill in the attached quotation submission form and send by email and also a sealed envelope with the samples to the address indicated below not later than **16 Aug 2018 by 13:00**.

Please provide Company name, Company authorized representative name, Contact address with phone and email and other relevant details on your company letter head and make it part of bid.

In your quotation, please provide the following information:

1. Prices for indicated goods in quotation submission form (see below);
2. Delivery schedule time
3. Specific technical specifications of products offered; if available
4. Quotation validity;
5. Registration documents of your organization in Yemen as mentioned above;

Best regards,

Shaukat Hakim

United Nations Population Fund, UNFPA Yemen

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Quotation Form

Name of Bidder: _____

Date of Bid: _____

Request for Quotation No: _____

Currency of Bid price: _____

Delivery time _____

Expiration of Validity of Quotation _____

Item No.	Price/unit	Quantity	Delivery schedule
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

In your offer, please include:

- 1. Signed confirmation of specifications of items offered
- 2. Quality standard of the products, if applicable

Vendor's Comments:

I hereby certify that this company, which I am duly authorized to sign for, accepts the terms and conditions of UNFPA (<http://www.unfpa.org/resources/unfpa-general-conditions-contract>) and we will abide by this quotation until it expires.

Name and title

Date and Place