



ICRC

REQUEST FOR TENDER/QUOTATION

N° BGD/17/00102

Bath Towels, Baghdad

Date, **03.08.2017**

Closing Date and time: 07.08.2017 @ 15:00 local (Iraq) time

Validity of offer: 30 days

(Please acknowledge receipt of this document by e-mail).

Parties

To: Contractor: Address: City: Contact person: E-mail:	From: International Committee of the Red Cross Iraq House No 8, Street 68, Section 904, Hay Al Wahda, Baghdad, Iraq Tel: +964 (0) 79 01 922 464 / +964 (0) 78 23198733 Contact person: Ahmed Ali Al-ameen Head of Purchasing
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1. PURPOSE OF THE CONTRACT

The International Committee of the Red Cross is an independent, neutral organization ensuring humanitarian protection and assistance for victims of war and other situations of violence.

Within the framework of its assistance program in Iraq, the ICRC is hereby requesting a quotation from your company for the following:

2. Goods, Quantity and Specifications

S.N	Item Description	Quantity/ piece	Unit price/ USD or IQD	Total price /USD or IQD	Delivery time/ cal- endar days
1	BATH TOWEL, medium, 100% cotton, 90x50cm Please submit sample along with your offer	7742			

The offer should mention the Origin and brand of product and the delivery time of the required quantity.

* Prices offered have to be final and will not be negotiated.

* If your company is already registered in ICRC, please offer as per the currency (IQD or USD) which your company has been registered with in the ICRC system (JDE).

*Each Supplier should send samples before the closing date to ICRC office in House No 8, Street 62, Section 904, Hay Al Wahda, Baghdad, Iraq

*All the item should to be fit for Human use

For any technical clarifications please send your message to all the following email addresses otherwise bidder will be disqualified:

To: bgd_logtender_services@icrc.org

3. Packing and Markings

The packing shall withstand multiple handling and stacking up to the final destination.

4. PAYMENT AND DEPOSIT TERMS

Prices offered have to be final and will not be negotiated.

Payment terms

Payment will be done by bank transfer to the supplier bank account in the name of the company not in the name of an individual.

Bank Account Details which are required:

- Account holder name :
- Bank name :
- Bank address :
- Bank account number :
- IBAN code :
- Bank Branch Name :
- Swift ID (BIC) :
- Currency :

If your company is already registered in ICRC, please offer as per the currency (IQD or USD) which your company has been registered with in the ICRC system (JDE).

5. Penalty Clause

Failure by Seller to avail the full quantity by the mentioned date will result in the Seller being penalized with a 1% reduction of the value of the undelivered goods per day of delay.

If the delay exceeds 10 days ICRC has the right of full or partial cancellation of the contract.

6. Quality Inspection and Acceptance

Warranty certificate for at least one year, Valid in Syria and Irak, accordingly, should be provided by the supplier.

The Seller will be responsible for the quantity and quality delivered, according to the agreed specifications.

This contract is subject to quality acceptance by the survey company mandated by and at the Buyer's cost, or by the Buyer himself. The Seller will give all the necessary assistance to the survey company, and/or to the Buyer's Quality Controller. The Method of testing is drawn from ISO-2859-1 International Standards (table 1: Sample size code letters, and table 2-A: Single sampling plans for normal inspection). The samples will be taken randomly by the buyer from the delivered items and then inspected.

In case of delivery of nonconforming merchandise, the Buyer has the right to reject commodities not meeting the specifications stipulated in the contract.

In this case, the Buyer may cancel the contract, request replacement of the goods or apply penalty in accordance with the Acceptance Quality Limit rules specified below. The Seller is liable for any costs of replacement, transportation, warehousing, taxes and charges and any other costs that may occur including removing or destruction.

7. Acceptance Quality Limit rules:

Critical nonconformity (AQL= 0): Any discrepancy which might harm a user or makes it impossible to use the product properly is considered to be critical. Critical nonconforming characteristic (number of nonconforming items • Rejection number. ISO-2859-1) implies a penalty of 10% of the value of the total PO per each nonconforming characteristic and is subject to lot refusal.

Major nonconformity (AQL= 4.0): Any discrepancy which makes the use of the product less efficient than expected is considered to be major. Major Nonconforming characteristic (number of nonconforming items • Rejection number. ISO-2859-1) implies a penalty of 1% of the value of the total PO per each nonconforming characteristic.

>10% of nonconforming items is subject to lot refusal.

Minor nonconformity (AQL= 6.5): Any discrepancy which does not have an influence on the performance of the product is considered to be minor. Minor nonconforming characteristic (number of nonconforming items • Rejection number. ISO-2859-1) implies a penalty of 0.5% of the value of the total PO per each nonconforming characteristic.

>10% of nonconforming items is subject to lot refusal.

8. General Conditions

The ICRC reserves the right to split the commodity into separate Purchase Orders with different Sellers.

All conditions not mentioned herein shall be governed by the ICRC General Conditions on Purchasing.

Acceptance of the contract entails the waiving by the Seller of its General Conditions of Sales.

9. RECEPTION OF OFFERS

All offers have to be placed in sealed envelopes, mentioning clearly the tender reference **RFT BGD17/00102, Bath Towels**

The offers must be deposited in the Tender box before the closing date.

ICRC DELEGATION (Tender box)

Address: House No 8, Street 62, Section 904, Hay Al Wahda, Baghdad, Iraq

Or to the email address: bgd_logtender_services@icrc.org

(email total size to be less than 4,8 megas, if more; the offer should be split and sent in more than one email)

Important Notes:

1. Each of the financial and technical offer should be submitted in a separate envelope (in case of Hard Copy Offer) and separate file (in case of sending by email). (Email maximum size 4,8 MB)

2. The basic language of the tender is English and all documents provided by Supplier related to this Tender must be in English only.

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All offers submitted after the specified closing date are ineligible.

All offers received will be held in confidence.

Offer changes by Seller must be received in writing prior to the closing date and must indicate that it is a revised quotation.

All participating Sellers will be notified of the result of the selection process as soon as it is concluded.

10. Special Conditions

Documents included in this Tender are:

- 1 ICRC Supplier Registration form dully filled and stamped by Supplier
- 2 Presentation and Certification of your Company
- 3 ICRC General Conditions of Purchasing, each page Signed and Stamped by Supplier

Supplier should sign each paper of Tender Request initially at the lower right corner of the papers, in addition to the main signature and stamp wherever indicated.

It has to be noted that this Quotation does not imply any commission.

Any offered commission will lead to the Seller's suspension.

ICRC is not liable to provide any explanation for its final selection of the Seller.

ICRC reserves the right to award contract to another company, as it sees fit, without assigning any reason.

We thank you in advance for your response, and we remain at your disposal for any further information.

Best regards,

ICRC Logistics department

Baghad