

REQUEST FOR QUOTATION (RFQ) Tender (Goods)

REFERENCE CODE:	IRQ - PRF_2023_223
ORIGINAL DATE ISSUED:	August 17, 2023
LAST DATE FOR CLARIFICATION:	August 28, 2023
CLOSING DATE:	September 05, 2023

Subject: Purchase Request Fruit Drying Business Kits

This procurement is taking place under the UNDP funded project 'Support to farmers on best agriculture practices and access to market with environmentally friendly solutions in Sinjar and Talafar, Ninewa and Hawija, Kirkuk'. As part of this project, 150 women in the project locations will receive a set of assets to establish a home-based fruit drying business.

Manner of Submission:

Bids to be delivered (in a sealed envelope) to the following address:

ZOA Office Erbil
Four Towers Block C
Flat C8B, 2nd floor, Ainkawa, Erbil | Iraq

Or

ZOA Office Mousl
Al-Zara neighborhood - near Sanharb tunnel

Important: Offers transmitted after the deadline or in any other manner than those indicated above will not be considered.

For any parties interested in the tender, please send your name and email to tender.iraq@zoa.ngo by 28th of August 2023 with any questions clarifying this posting.

- I. **Purpose:** Supply Fruit Drying Business Kits
- II. **Type of the Contract:** Fixed Supply Contract
- III. **Delivery Dates:** Within 15 days once we signed the contract
- IV. **Timeline:**

Activity	Date
ORIGINAL DATE ISSUED TENDER	August 20, 2023
LAST DATE FOR CLARIFICATION VIA E-MAIL tender.iraq@zoa.ngo	August 28, 2023
RETURN OF TENDER (CLOSING DATE)	September 05, 2023
RETURN OF TENDER (CLOSING TIME) (IRAQI TIME)	05:00 PM

- V. **Validation of Bids and Prices:** This offer is valid for (60) Ninety days from the date of offer submission.
- VI. **Delivery Locations:** Hawija, Sinuni and Tel Afar
- VII. **Requirements:**
 - Completed and Stamped RFQ template with prices of all items
 - Signed and Stamped ToR
 - Photo samples of each item
 - Shortlisted Candidates must submit a Sample of each mentioned items.
 - Signed and Stamped ZOA Supplier Code of Conduct
 - Signed and Stamped ZOA Supplier registration form

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- Three references including contact information
- Copy of business registration in KRI and GOI

VIII. **Payment Method and Terms:**

- Payment For Supplier: Payment will be made after receiving and accepted quantity ordered.
- Payment Method: payments will be made as bank transfer.
- Payment Duration: Payment will be made within (30) days after receives/ delivery of goods as per attached RFQ and the original invoice(s) from the vendor.
- Payment will be made by USD.

IX. **Technical Specification:**

- If quality of certain items is not acceptable in sample review, purchaser will request for a change in item.
- If upon delivery there are items delivered with defects or full package is not complete, supplier is responsible to delivery replacements to each location.
- Purchaser will come and inspect items and packaging during packaging if supplier is chosen.
- Suppliers can submit unit price, but the total number of units will be confirmed later. ZOA will establish a framework agreement with the selected supplier then will request 150 unique separate kits.

Criteria		Scoring
Work Experience		
Working Experience	Supported Documents & Contracts with clients such as INGO, UN Agencies, Government & Others	%20
Past Performance	Past working experience with INGO/UN Agencies	%20
Technical Approach		
Sample check		%40
Delivery Days	Number of Days	%20
Total		%100

Please acknowledge receipt of this enquiry and indicate your interest to bid.

Thank you and regards,

Procurement Department