



United Nations Population Fund,
 UNFPA
 Philippines
 30th Floor Yuchengco Tower 1, RCBC
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 Makati City
 Tel: +63 901.0325
 Website: www.unfpa.org

Date: 06 October 2017

Request for Quotation No. 2017-CERF-004

Dear Sir/Madam,

We hereby solicit your quotation for the supply of the items named below and also to quote for either *AIR/LAND* shipment mode of transportation to **ILIGAN CITY**:

Item	Description	Quantity
1.	Dignity Kits	4,530 Kits

Here are the contents of the Dignity Kits:

ITEM	SPECIFICATION	ITEM PER KIT
1.	Malong (personal blanket)	1 pc / Kit
	<ul style="list-style-type: none"> 75% cotton; 15% polyester 37" (width) x 64" (length) [minimum size] Floral design for women Assorted colors. 	
2.	Set of Panties	9 pcs (3 pcs per size) / Kit
	<ul style="list-style-type: none"> Material: 100% cotton Assorted light/pastel color, floral design Sizes: <u>Small / Medium / Large</u> Thick fabric, not transparent Durable Skin Friendly 	

- Not containing any allergenic substances
3. Face Towel ----- 1 Pc. / Kit
 - 100% Cotton
 - Size: 11” x 11” [minimum size]
 - Thick and absorbent
 - Color: Assorted Color
 - Tear Resistant
 4. Bath Towel ----- 1 Pc. / Kit
 - Good Quality Material (100% cotton)
 - Size: 27” (width) x 52” (length) [minimum size]
 - Weight: 220g minimum
 - 400 to 600 GSM
 - Thick and absorbent
 - Color: Assorted Color
 5. Nail cutter ----- 1 Pc. / Kit
 - Durable metal (Cromonium Plated)
 - Size 6 min – 8 max cm [range]
 - Sharp cutting surface
 6. Hair Comb ----- 1 Pc. / Kit
 - Durable plastic
 - Size: 20 cm.– 40 cm max. [range]
 - Large tooth comb with Handle
 - Assorted Color
 7. Slippers ----- 1 Pc. / Kit
 - High quality rubber sole with PVC strap
 - Size: between 6 – 9 inches
 - Assorted colors
 8. Toothpaste ----- 1 Tube / Kit
 - Concentrated paste with fluoride
 - 150 ml. minimum
 - Remaining shelf life of 80% or 18 months (whichever is greater)
 9. Toothbrush ----- 1 Pc / Kit
 - Strong plastic toothbrush
 - Adult size
 - Medium size bristle
 - Individually wrapped

- Soft Bristle
 - Any Color
10. Bath Soap ----- 1 Pc / Kit
- Mildly Scented, anti-bacterial, hypoallergenic
 - 135g (minimum size)
 - Skin friendly
 - Long durability (does not melt easily)
 - Remaining Shelf life of 80%
11. Shampoo ----- 12 Sachets / Kit
- For normal hair.
 - Good Smell.
 - Hypo-allergenic
 - 7g / 7ml. (minimum)
 - PH factor 5.5
12. Rubbing Alcohol ----- 1 bottle / Kit
- Isopropyl
 - 70% Solution
 - 250 ml. (minimum)
 - rub-in-hand antiseptic – disinfectant
 - Labelled with a flammable sticker which is clearly visible.
13. Tissue Roll ----- 2 Rolls / Kit
- 2 Ply
14. Laundry Soap ----- 1 piece / Kit
- Good Smell
 - 170g (minimum size)
 - Does not melt easily
 - Remaining shelf life of 80%
15. Pail with Cover ----- 1 piece / Kit
- Made of strong, high quality, non-breakable/durable plastic.
 - Size: 24 Liters Capacity

- Basin type cover which should fit the pail snugly
- With metal handle
- With lock/seal provision on both sides
- Durable metal handle
- Orange or Red Color

16. Chamber Pot (Arinola w/ cover) ----- 1 pc. / Kit

- Made of strong, high quality, non-breakable / durable plastic
- 2 – 3 liters capacity
- Size: 4 ¾” (height); Inside diameter: 7 ½”; Top rim: 1” cover should fit the rim of the chamber pot snugly.

17. Water Dipper (Tabo) ----- 1 pc. / Kit

- Made of strong, high quality, non-breakable.
- Durable plastic
- Size: 4 ¼” (height) , minimum
- Diameter: 5 ½”, minimum

18. Crank-type flashlight ----- 1 pc. / Kit

- Solar powered / rechargeable
- Crank
- Durable

19. Whistle ----- 1 pc. / Kit

- Durable plastic
- With lanyard
- Size: 17 inches (L) ¾ inches (W)
- Assorted Colors

20. Sanitary Napkin -----3 Pack (8pcs / Pads) / Kit

- With wings
- 8 pieces per pack
- Disposable
- Non-woven tissue, cotton touch feel top sheet
- Thin, highly absorbent
- Individually wrapped in pack containing 8 pieces
- Each napkin includes plastic cove for discreet disposal
- For heavy and medium menstruation
- Remaining shelf life of 80%



21. UNFPA Logo Stickers ----- 1 pcs / Kit

- Size: 8 ½ (width) x 5 ¼ (height)
- Background: White
- Material: Durable, not easily torn and logo not easily erased.

2. Deliver Cost (Manila to Iligan City) 1 lot

Note:

- *Kitting expenses should be included in the quotation/proposal.*
- *Kindly specify in your quotation the mode of transport if for air or land (choose one).*
- *Kindly specify to your quotation the delivery date of the items.*
- *Submission of the sample items together with your quotations/proposals is on or before 5:00 N.N. of October 9, 2017.*
- *For those suppliers who previously submitted the samples of the items for the Dignity Kits, you only need to submit a sample for bath soap (see Specification in item no.10 above).*
- *For new suppliers, please submit the samples together with your quotation.*
- *Kindly provide/attached the information of the specification of the items.*
- *Kindly submit only one sample for each items.*

The goods are to be delivered maximum in **2 weeks upon issuing of PO**. The quotation shall be valid at least for 3 months after the closing date.

If you are interested in submitting a quotation for these items, kindly fill in the attached Quotation Form and send by email to procurement.ph@unfpa.org

Please submit your quotation in PHP currency. Conversion of currency into the UNFPA preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of competition deadline.

Your earliest response to this query would be highly appreciated, but not later than **5:00 P.M. of October 9, 2017, Manila Time.**

Note: Current UNFPA supplier policies apply to this solicitation and can be found at: <http://www.unfpa.org/suppliers>.

Best regards,

Jack Paul Agonia / Joseph Pangilinan

Tel. No. +63 02 901.0307/901.0326

Email: agonia@unfpa.org/jpangilinan@unfpa.org



Quotation Form

Name of Bidder: _____

Date of Bid: _____

Request for Quotation No: _____

Currency of Bid price: _____

Delivery time (*weeks from receipt of order till dispatch*): _____

Expiration of Validity of Quotation (*The quotation shall be valid for a period of at least 3 months after the Closing date.*): _____

Price Schedule:

Item No.	FOB/FCA price/unit specify port of shipment	Quantity	Transportation cost to port of Destination (specify mode of trp.)	Shipment volume (cmb) and Weight of goods	Total CPT/CFR (Destination port)	Delivery schedule (months)

In your offer, please include:

1. Specific technical specifications of products offered
2. Quality standard of the products





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




Below are the details related to contents and quantities in each kit.



ITEM NO.	DESCRIPTION	TECHNICAL SPECIFICATIONS (minimum/mandatory)	UOM	INDICATIVE PHOTOS
4,530 DIGNITY KITS				
1	Malong/"tube skirt"	<ul style="list-style-type: none"> • 75% cotton; 15% polyester • 37" (width) x 64" (length) [minimum size] • Floral design for women • Assorted colors. 	1 pc. / kit	 
2	Underwear/ Panties 3 pcs./size Female	<ul style="list-style-type: none"> • Material: 100% cotton • Assorted light/pastel color, floral design • Sizes: Small / Medium / Large • Thick fabric, not transparent • Durable • Skin Friendly 	9 pieces/ kit	
3	Face Towel	<ul style="list-style-type: none"> • 100% Cotton • Size: 11" x 11" [minimum size] • Thick and absorbent • Color: Assorted Color 	1 pc. /kit	

ITEM NO.	DESCRIPTION	TECHNICAL SPECIFICATIONS (minimum/mandatory)	UOM	INDICATIVE PHOTOS
		4,530 DIGNITY KITS		
		<ul style="list-style-type: none"> • Tear Resistant 		
4	Bath towel	<ul style="list-style-type: none"> • Good quality material: 100% cotton; • Size: 27” (width) x 52” (length) [minimum size] • Weight: 220 g minimum; • 400 to 600 GSM • Thick and absorbent; • Color: Assorted Color 	1 piece/ kit	
5	Nail cutter/ clipper	<ul style="list-style-type: none"> • Durable metal (Cromonium Plated) • Size 6 min - 8 max cm [range] • Sharp cutting surface 	1 piece/ kit	
6	Hair Comb	<ul style="list-style-type: none"> • Durable plastic; • Length: 20 min-40 cm. max. [range] • With handle; • Assorted color. 	1 piece/ kit	
7	Slippers	<ul style="list-style-type: none"> • High quality rubber sole with PVC strap • Size: between 6- 9 inches • Assorted colors. 	1 pair/kit	

ITEM NO.	DESCRIPTION	TECHNICAL SPECIFICATIONS (minimum/mandatory)	UOM	INDICATIVE PHOTOS
4,530 DIGNITY KITS				
8	Toothpaste	<ul style="list-style-type: none"> • Concentrated paste with fluoride • 150 ml. minimum • Remaining shelf life of 80% or 18 months (whichever is greater) 	1 piece/ kit	
9	Toothbrush	<ul style="list-style-type: none"> • Strong plastic toothbrush • Adult size • Medium size bristle • Individually wrapped • Soft Bristle • Any Color 	1 piece/ kit	
10	Bath soap	<ul style="list-style-type: none"> • Mildly Scented, anti-bacterial, hypoallergenic • 135g (minimum size) • Skin friendly • Long durability (does not melt easily) • Remaining Shelf life of 80% 	1 piece/ kit	
11	Shampoo	<ul style="list-style-type: none"> • For normal hair. • Good Smell. • Hypo-allergenic • 7g / 7ml. (minimum) • PH factor 5.5 	12 sachets/ kit	

ITEM NO.	DESCRIPTION	TECHNICAL SPECIFICATIONS (minimum/mandatory)	UOM	INDICATIVE PHOTOS
4,530 DIGNITY KITS				
12	Rubbing Alcohol	<ul style="list-style-type: none"> • Isopropyl • 70% Solution • 250 ml. (minimum) • rub-in-hand antiseptic - disinfectant • Labelled with a flammable sticker which is clearly visible. 	1 piece/kit	
13	Tissue Roll	<ul style="list-style-type: none"> • 2 ply 	2 rolls/kit	
14	Laundry soap	<ul style="list-style-type: none"> • Good Smell • 170g (minimum size) • Does not melt easily • Remaining shelf life of 80% 	1 piece/kit	
15	Pail, 24 L capacity with cover	<ul style="list-style-type: none"> • Made of strong, high quality, non-breakable/durable plastic. • Size: 24 Liters Capacity • Basin type cover which should fit the pail snugly • With metal handle • With lock/seal provision on both 	1 piece/kit	

ITEM NO.	DESCRIPTION	TECHNICAL SPECIFICATIONS (minimum/mandatory)	UOM	INDICATIVE PHOTOS
		4,530 DIGNITY KITS		
		sides <ul style="list-style-type: none"> • Durable metal handle • Orange or Red Color 		
16	Chamber pot (arinola), with cover	<ul style="list-style-type: none"> • Made of strong, high quality, non-breakable / durable plastic • 2 - 3 liters capacity • Size: 4 ¾" (height); Inside diameter: 7 ½"; Top rim: 1" cover • should fit the rim of the chamber pot snugly. 	1 piece/ kit	
17	Water Dipper (Tabo)	<ul style="list-style-type: none"> • Made of strong, high quality, non-breakable. • Durable plastic • Size: 4 ¼" (height); minimum • Diameter: 5 ½" minimum 	1 piece/ kit	
18	Crank- Type Flashlight	<ul style="list-style-type: none"> • Solar powered / rechargeable • Crank • Durable 	1 piece/ kit	

ITEM NO.	DESCRIPTION	TECHNICAL SPECIFICATIONS (minimum/mandatory)	UOM	INDICATIVE PHOTOS
4,530 DIGNITY KITS				
19	Whistle	<ul style="list-style-type: none"> • Durable plastic • With lanyard • Size: 17 inches (L) ¾ inches (W) • Assorted Colors 	1 piece/ kit	
20	Sanitary napkin with wings; long 8 pcs./pack	<ul style="list-style-type: none"> • With wings • 8 pieces per pack • Disposable • Non-woven tissue, cotton touch feel top sheet • Thin, highly absorbent • Individually wrapped in pack containing 8 pieces • Each napkin includes plastic cove for discreet disposal • For heavy and medium menstruation • Remaining shelf life of 80% 	3 packs/ kit	
21	UNFPA Logo stickers for the pails	<ul style="list-style-type: none"> • Size: 8 ½” (width) x 5 ¼” (height) • Background: White • Material: Durable, not easily torn and logo not easily erased. 	1pc. /kit	