



United Nations Children's Fund
UNICEF- Ethiopia
P.O. Box 1169
Africa Hall
ADDIS ABABA
Ethiopia

Telephone
Facsimile
Email
<http://www.unicef.org/ethiopia>

INVITATION TO BID

LITB-2022-9176930

04 August 2022

UNITED NATIONS CHILDREN'S FUND (UNICEF)

Wishes to purchase

Long Term Agreement for the Procurement of Tents

Due Date: Wednesday, 10 August 2022, 2PM LT (East African Time)



THIS INVITATION TO BID HAS BEEN:

BID FORM

BID FORM must be completed, signed and returned to UNICEF.
Bid must be made in accordance with the instructions contained in this INVITATION.

TERMS AND CONDITIONS OF CONTRACT

Any Purchase Order resulting from this INVITATION shall contain UNICEF General Terms and Conditions and any other Specific Terms and Conditions detailed in this INVITATION.

INFORMATION

Any request for information regarding this INVITATION must be forwarded by email to the attention of the person who prepared this document, with specific reference to the Invitation number.

The Undersigned, having read the Terms and Conditions of INVITATION No. **LITB-2022-9176930** set out in the attached document, hereby offers to execute the services specified in the Terms and Conditions set out in the document.

Signature: _____

Date: _____

Name & Title: _____

Company: _____

Postal Address: _____

Tel No: _____

Fax No: _____

E-mail Address: _____

Validity of Offer: _____

Currency of Offer: _____

Please indicate after having read UNICEF Price & Discount stated in the Specific Terms and Conditions, which of the following Payment Terms are offered by you:

10 Days 3.0% _____ 15 Days 2.5% _____ 20 Days 2.0% _____ 30 Days Net _____

Other Trade Discounts _____

| Item No | Item Description | Quantity/Unit | Unit Price | Amount |
|--------------------------|---|---------------|------------|--------|
| SCHEDULE NO: 1 CP | | | | |
| 00010 | SL003031 | 1 each | | |
| | Tent, rectangular, 24m ² | | | |
| | Tent, rectangular, 24m ² White Rectangular Tents (4 x 6m) 24 square meters: Dimension: Length: 6000mm, Width: 4000mm, Central height/inner: 3000mm, Wall height: 2000mm, Area: 24.0m ² , Two doors, Four Window (PVC + Net), Support frames: Hollow Galvanized steel iron with diameter 40mm, 25 Support frames, Hollow Galvanized steel iron pin with 8mm diameter, Plastic rope, PVC: material, , Wt/m ² : 587 a/m ² . White colour, Ground sheet: Material: Plastic sheet, Colour: Cyan Blue, Wt/m ² : 520g/m ² , Net: Wt/m ² : 134g/m ² , PVC/ground sheet stitching: Machine stitched with thread Wt/m ² = 0.105g/m, fine finish, UNICEF Logo with Cyan Blue PVC material, Size: 6 meter x 2 meters Two way on the top of the tents and Size: 0.50 x 1.00 Two way marked on the front and back sides. Packing: Packed in five plastic bags i.e. PVC & ground sheet - 1 pack, Horizontal frames - 1 pack, Vertical support frames - 1 pack, Horizontal support frames - 1 pack, diagonal support frames - 1 pack and joint and accessories - 1 pack | | | |

| | | | | |
|-------|---|--------|--|--|
| 00020 | SL009232 | 1 each | | |
| | White Rectangular Tent, 56 Square meters | | | |
| | Tent,rectangular,56m ² White Rectangular Tents (7 x 8m) 56 square meters: Dimension: Length: 8100mm, Width: 7100mm, Central height/inner: 3150mm, Wall height: 2150mm, Area: 57.51m ² , Two doors, Four Window (PVC + Net):, Steel pegs, Steel pin, Plastic ropes, PVC material: Textile, Wt/m ² : 662 a/m ² , Colour: White, Wt/m ² = 0.104g/m, fine finish, UNICEF Logo with Cyan Blue PVC material, Size: 8 meter x 2 meters Two way on the top of the tents and Size: 0.50 x 1.00 Two way marked on the front and back sides Packing: Packed in five plastic bags i.e. canvas - 1 pack, Ground sheet - 1 pack, joint and accessories - 1 pack and support - 2 packs | | | |

Incoterms & Delivery Requested

Lead Time & Related Charges



| Item No | Item Description | Quantity/Unit | Unit Price | Amount |
|----------------|------------------------------|---------------|----------------|--------|
| Packing | | | | |
| Unit : | Dimension.....x.....x.....cm | Weight.....kg | Volume.....cbm | |
| Total: | Dimension.....x.....x.....cm | Weight.....kg | Volume.....cbm | |

SPECIFIC TERMS AND CONDITIONS

Long Term Agreement for the Procurement of Tents

Due Date: Wednesday, 10 August 2022, 2:00PM, LT (East African Time)

This bid is open for Local Vendors Only

PART I - PURPOSE OF THIS REQUEST FOR QUOTATION

1. Background

1.1 UNICEF promotes the rights and wellbeing of every child, in everything we do. Together with our partners, we work in 190 countries and territories to translate that commitment into practical action, focusing special effort on reaching the most vulnerable and excluded children, to the benefit of all children, everywhere.

2. Solicitation

2.1 UNICEF wishes to procure items in the quantities and with the specifications outlined in the schedules contained in this Solicitation Document.

2.2 This Solicitation Document is comprised of the following:

- This document
- The UNICEF General Terms and Conditions of Contract (Goods) which are attached as Annex A to this document

2.3 This Solicitation Document is an invitation to treat and shall not be construed as an offer capable of being accepted or as creating any contractual, other legal or restitutionary rights. No binding contract, including a process contract or other understanding or arrangement, will exist between the Bidder and UNICEF and nothing in or in connection with this Solicitation Document shall give rise to any liability on the part of UNICEF unless and until a Purchase Order is signed by UNICEF and the successful Bidder.

PART II - BID SUBMISSION PROCESS (This part is not applicable for this Bid)

1. For Offshore Bid Submissions

For Bid submission to be done by e-mail, it should be send through email address - (ETH-SupplyTenderBox@unicef.org

IMPORTANT: PROPOSALS ARE NOT TO BE SENT TO THE INDIVIDUAL WHO SENT OUT THE BID DOCUMENT # THE SUPPLIER WILL BE SUBJECTED TO AUTOMATIC DISQUALIFICATION, IF THEY DO SO.

2. For Local Bid Submissions

Bidders are expected to put their proposals in the bid box located at UNICEF office reception desk, UNECA Compound, Zambezi Building, 2nd Floor, East wing and get registered with the

receptionist.

The UNECA security rules requires 36 hours #advance notice# to be given by visitor, therefore please notify the Supply Section by email: supplyaddisababa@unicef.org providing the full name of the person who will be submitting the bid and the proposed date of arrival. Please ensure that the person coming has a valid Identification card.

IMPORTANT: PROPOSALS ARE NOT TO BE SENT TO THE INDIVIDUAL WHO SENT OUT THE BID DOCUMENT # THE SUPPLIER WILL BE SUBJECTED TO AUTOMATIC DISQUALIFICATION, IF THEY DO SO.

1. Bid Submission Schedule

1.1 Acknowledgement of receipt of Solicitation Document.

Bidders are requested to inform UNICEF as soon as possible by EMAIL to supplyaddisababa@unicef.org that they have received this Solicitation Document.

IMPORTANT: BIDS ARE NOT TO BE SENT TO THE INDIVIDUAL STATED ABOVE - ANY BIDS SENT TO THE ABOVE NAMED INDIVIDUAL WILL BE DISQUALIFIED.

1.2 Questions from Bidders.

Bidders are required to submit any questions in respect of this Solicitation Document by EMAIL to supplyaddisababa@unicef.org. The deadline for receipt of any questions is 08.08.2022.

IMPORTANT: BIDS ARE NOT TO BE SENT TO THE INDIVIDUAL STATED ABOVE - ANY BIDS SENT TO THE ABOVE NAMED INDIVIDUAL WILL BE DISQUALIFIED.

Bidders are required to keep all questions as clear and concise as possible.

Bidders are also expected to immediately notify UNICEF in writing of any ambiguities, errors, omissions, discrepancies, inconsistencies or other faults in any part of the Solicitation Document, providing full details. Bidders will not benefit from such ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.

UNICEF will compile the questions received. UNICEF may, at its discretion, at once copy any anonymized question and its reply to all other invited Bidders and/or post these on the UNICEF website and/or respond to the question at a bid conference. After any such bid conference, a Questions and Answers document may be prepared and posted on the UNICEF website.

1.3 Amendments to Solicitation Document. At any time prior to the Submission Deadline, UNICEF may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Solicitation Document by amendment. If the Solicitation Document was available publicly online, amendments will also be posted publicly online. Further, all prospective Bidders that have received the Solicitation Document directly from UNICEF will be notified in writing of all amendments to the Solicitation Document. In order to afford prospective Bidders reasonable time in which to take the amendment into account in preparing their Bids, UNICEF may, at its sole discretion, extend the Submission Deadline.