



United Nations Population Fund,  
Ethiopian CO,  
UNECA Compound, Congo Bldg  
Addis Ababa, Ethiopia  
makwinja@unfpa.org  
Website: [www.unfpa.org](http://www.unfpa.org)

Date: 17 June 2019

**Re - Advertised**  
**Request for Quotation No. UNFPA/ETH/RFQ/2019/021**

Dears,

We hereby solicit your quotation for the supply of the female dignity kits named below to **UNFPA, Ethiopian country Office:**

Item N°	Product Name	Product Description	Unit of Measure	Quantity
1	Shoulder Bag	<p><i>Material: canvas and similar items.</i></p> <p><i>Color: Except white, preferably black, Navy Blue etc</i></p> <p><i>Design: Shoulder bag , Rectangular or square</i></p> <p><i>Size: ( W X H) From 35 - 40cm x 40- 45cm approximately (suitable size to contain the above items)</i></p> <p><i>With handle for easy carrying and zipper, rope or alternative to close the bag</i></p> <p><b>Message to be printed: Addressing the differential needs of Women &amp; Girls through Provision of Dignity Kits.</b></p> <p><i>It will have also UNFPA Logo</i></p> <p><b>Remark: Sample needed</b></p>	Pieces	1 X 2240
2	Under Wear ( Large)	<p><i>Two Pieces of cotton underwear large size, with L and XL sizes (Where: Size-L, waist 29 to 30 and Hip 39 to 40 and Size-XL, Waist 31 to 32 and Hip 41 to 42)</i></p> <p><i>Half of the Large size underwear be L size and the remaining half be with XL size.</i></p> <p><b>Except White Color</b></p>	Sets	2 X 2240
3	Underwear ( Medium)	<p><i>Two Pieces of cotton underwear medium size. ( Where Size M, waist -27 to 28 and hip 37 to 38)</i></p> <p><b>Except: White Color</b></p>	Sets	2 X 2240
4	Re-usable Sanitary Pads	<p><i>Two sets of re-usable sanitary pads ( Each set containing three re-usable sanitary pads made of Cotton)</i></p> <p><i>Cotton, high absorbance</i></p> <p><i>Individually wrapped in 3 packs containing 3 pieces.</i></p>	Sets	2 X 2240



		<i>Not containing allergic and dangerous substances. Packages: three packs of 3 pieces. Sample will be submitted along with the pro forma invoices. ( sample needed)</i>		
5	<i>Body Wrapper</i>	<i>Two meter by Two meter or ( Plus or Minus 0.2 m ) body Wrapper with different color Made of: 75% polyester and 25% cotton or 65% Polyester and 35 % cotton. Weight: 150-200 grams Color: any except white</i>	Pieces	1 X 2240
6	<i>Laundry Soap</i>	<i>Two pieces of laundry soap with 200 to 250 gram</i>	Pieces	2 X 2240
7	<i>Bathing Soap</i>	<i>Two pieces of bathing soap with 90 to 100 gram</i>	Pieces	2 X 2240
8	<i>Whistle</i>	<i>Plastic whistle with its hanging rope: Made of High Impact Plastic;</i>	Pieces	1 X 2240
9	<i>Torch Light</i>	<i>Torch light working both in solar and electricity. Medium Size</i>	Pieces	1 X 2240
Delivery Place: DAP, Adama WFP Warehouse.				

The goods are to be delivered maximum in **three weeks** upon issuing of PO. The quotation shall be valid at least for **2 month** after the closing date. And the technical and Financial proposal together with the Sample should be submitted using the below address:

Name of contact person at UNFPA: *Paul Makwinja / Ermias Wosenyeleh*  
Tel N<sup>o</sup>: *251-115444281 / 251115444072*  
Fax N<sup>o</sup>: *251-115-515311*  
UNECA Compound, Cong Bldg 1<sup>st</sup> floor, UNFPA ETH Office  
Email address of contact person: [makwinja@unfpa.org](mailto:makwinja@unfpa.org) / [wosenyelehasefa@unfpa.org](mailto:wosenyelehasefa@unfpa.org)

Your earliest response to this query would be highly appreciated, but not later than **26/06/2019, on or before 03: 30 PM Addis Ababa time.**

### Content of Quotations

Quotations should be submitted in two envelop whenever possible. Quotations must contain:

- Technical specifications for the items requested in response to the requirements outlined in the specifications should comply with:

- The bidder can quote for all line items/services.
- The service provider need to have renewed trade license in related business area of the requested items.
- Price quotation, to be submitted strictly in accordance with Price Quotation Form.
- Alternative bidding is not allowed.
- The financial and Technical proposal should be submitted separately. (Use separate envelope for the technical and financial proposal).

**Please Note that, unsuccessful bidders can collect their bid after notification provided from UNFPA. The Winners sample remain under the custody of UNFPA.**



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

Best regards,

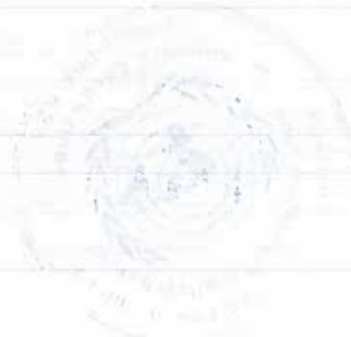
*PS Makwinja*

Paul Makwinja

Internacional Operations Manager

Tel. No. 251-115444281

Email: [makwinja@unfpa.org](mailto:makwinja@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 2 months after the Closing date.):** \_\_\_\_\_

**Price Schedule:**

			a	b	C=a x b
	Description	Unit	Qty	Unit Cost (ETB)	Total Cost (ETB)
1	Shoulder Bag	Pcs	1 X 2240		
2	Under Wear ( Large	Sets	2 X 2240		
3	Underwear ( Medium)	Sets	2 X 2240		
4	Re-usable Sanitary	Sets	2 X 2240		
5	Body Wrapper	Pcs	1 X 2240		
6	Laundry Soap	Pcs	2 X 2240		
7	Bathing Soap	Pcs	2 X 2240		
8	Whistle	Pcs	1 X 2240		
9	Torch Light	Pcs	1 X 2240		



**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/suppliers>) and we will abide by this quotation until it expires.

\_\_\_\_\_

\_\_\_\_\_

**Name and title**

**Date and Place**