

REQUEST FOR QUOTATION (RFQ)

RFQ Reference: 4200518835 Date: 27 August 2023

SECTION 1: REQUEST FOR QUOTATION (RFQ) for the provision of Medicines, medical supplies, and equipment for medical teams in south Libya

International Organisation for Migration (IOM) kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Approved by:

Name: Procurement Team

Title: Libya Procurement Team

Date: 27 August 2023



SECTION 2: RFQ INSTRUCTIONS AND DATA

Deadline for the Submission	07 Sep 2023		
of Quotation	If any doubt exists as to the time zone in which the quotation should be submitted,		
	refer to http://www.timeanddate.com/worldclock/ .		
Method of Submission	Quotations must be submitted as follows:		
	☐ E-tendering		
	⊠ Email		
	□ Courier / Hand delivery		
	□ Other		
	Bid submission address: iomlibyaproposal@iom.int		
	File Format: PDF		
	File names must be maximum 60 characters long and must not contain any		
	letter or special character other than from Latin alphabet/keyboard.		
	 All files must be free of viruses and not corrupted. 		
	 Max. File Size per transmission: 25MB 		
	·		
	 Mandatory subject of email: 4200518835 _Company name 		
	 Multiple emails must be clearly identified by indicating in the subject line "email no. X of Y", and the final "email no. Y of Y. 		
	It is recommended that the entire Quotation be consolidated into as few		
	attachments as possible.		
	 The proposer should receive an email acknowledging email receipt. 		
Cost of preparation of	IOM shall not be responsible for any costs associated with a Supplier's preparation		
quotation	and submission of a quotation, regardless of the outcome or the manner of		
	conducting the selection process.		
Supplier Code of Conduct	All prospective suppliers must read the UN Supplier Code of Conduct and		
	acknowledge that it provides the minimum standards expected of suppliers to the		
	UN. The Code of Conduct, which includes principles on labour, human rights,		
	environment and ethical conduct may be found at: Supplier Code of Conduct		
	(ungm.org).		
Conflict of Interest	UN encourages every prospective Supplier to avoid and prevent conflicts of interest,		
	by disclosing to UN if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other		
	information used in this RFQ.		
General Conditions of	Any Purchase Order or contract that will be issued as a result of this RFQ shall be		
Contract	subject to the IOM General Conditions of Contract for provision of		
Contract	goods/services/transportation/medical services available at		
	https://www.iom.int/do-business-us-procurement.		
Eligibility	Local bidders registered in Libya have the legal capacity to enter into a binding		
3 ,	contract with IOM and Should have Libyan license and registration (MoH).		
Currency of Quotation	Quotations shall be quoted in USD		
Duties and taxes	The International Organization for Migration is exempt from all direct taxes, except		
	charges for public utility services, and is exempt from customs restrictions, duties,		
	and charges of a similar nature in respect of articles imported or exported for its		
	official use. All quotations shall be submitted net of any direct taxes and any other		
	taxes and duties, unless otherwise specified below:		
	All prices shall:		
	\square be inclusive of VAT and other applicable indirect taxes		



	☑ be exclusive of VAT and other applicable indirect taxes
Language of quotation and	English
documentation including	
catalogues, instructions and	
operating manuals	
Documents to be submitted	Bidders shall include the following documents in their quotation:
	☐ Annex 2: Quotation Submission Form duly completed and signed
	☑ Annex 3: Technical and Financial Offer duly completed and signed and in
	accordance with the Schedule of Requirements in Annex 1
	□ Other
Quotation validity period	Quotations shall remain valid for 60 days from the deadline for the Submission of
	Quotation.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any
	other market factors shall be accepted at any time during the validity of the
	quotation after the quotation has been received.
Partial Quotes	□ Not permitted
	∑ Permitted
Payment Terms	■ 100% within 30 days after receipt of goods, works and/or services and
	submission of payment documentation.
	□ Other
Contact Person for	Focal Person: Procurement Team
correspondence,	E-mail address: iomlibyaproposal@iom.int
notifications and	
clarifications	
Clarifications	Requests for clarification from bidders will not be accepted any later than 4 days
	before the submission deadline. Responses to request for clarification will be
	communicated through email by 30 August 2023
Evaluation method	☑The contract will be awarded to the lowest price substantially compliant offer
	☐ Other
Evaluation criteria	□ Full compliance with all requirements as specified in Annex 1
	☑ Full acceptance of the General Conditions of Contract
	⊠Comprehensiveness of after-sales services
	□ ⊠Earliest Delivery /shortest lead time
	⊠Others
	-Eligible Interested vendors and suppliers who will pass the vendor eligibility could
	be asked to present a physical sample delivered to IOM-Libya office (Hal Al Kuwait ,
	Janzour)
Right not to accept any	IOM is not bound to accept any quotation, nor award a contract or Purchase Order
quotation	
Right to vary requirement at	At the time of award of Contract or Purchase Order, IOM reserves the right to vary
time of award	(increase or decrease) the quantity of services and/or goods, by up to a maximum
	40% of the total offer, without any change in the unit price or other terms and
	conditions.
Type of Contract to be	Purchase Order
awarded	
Expected date for contract	30 September 2023
award.	This DEO is an advasted in according to with D. P. 1
Policies and procedures	This RFQ is conducted in accordance with Policies and Procedures of IOM
UNGM registration	IOM is encouraging all suppliers to register at the United Nations Global Marketplace
	(UNGM) website at <u>www.ungm.org</u> . The Bidder may still submit a quotation even if
	not registered with the UNGM, however, if the Bidder is selected for Contract award
	of USD 100,000 and above, the Bidder is recommended to register on the UNGM



	prior to contract signature. For vendors who do not have the technical means to register in UNGM, the UNGM has implemented an assisted vendor registration functionality that allows IOM procurement personnel to add local vendors to the UNGM.
Samples	Where required as per Section 5: Schedule of Requirements, free, non-returnable samples shall be provided by the bid submission deadline for evaluation and testing by IOM or their representative, of the item and/or the packing and packaging, prior to any award. Samples will be subject to technical review and laboratory analysis where appropriate. Samples provided to IOM are non-returnable unless otherwise stated. Samples should be marked with the ITB number. If a bidder fails to provide samples or documents requested by IOM in a timely manner, IOM may declare the bid unsuccessful.

ANNEX 1: SCHEDULE OF REQUIREMENTS

Technical Specifications for Goods:

Item No	Minimum technical requirements	Unit	Quantity
1	Albendazol 400mg Tablets	Pack of 1 Tablet	30
2	Amaryl 2mg (Glimepiride) Tablet	Pack of 30 Tab	130
3	Amaryl 6mg (Glimepiride) Tablet	Pack of 30 Tab	130
4	Amlodipine 5mg Tablet	Pack of 28 Tablet	250
5	Amlodipine 10mg Tablet	Pack of 28 Tablet	250
6	Antacid oral suspension Sachets	10 ml sachet	2400
7	Aspirin 75 mg Tablet	Pack of 56 Tab	150
8	Augmentin 156 mg/5ml	Bottle 100 ml	90
9	Augmentin 1g Tablet	Pack of 14 Tab	250
10	Azithromycin 500mg Tablet	Pack of 3 Tab	250
11	Bisoprolol fumarate 5mg Tablet	Pack of 28 Tab	50
12	Candesartan cilexetil 16 mg/Hydrochlorothiazide 12.5 mg Tablet	Pack of 30 Tab	100
13	Carbimazole 5 mg tablet	Pack of 100 Tab	10
14	Cefixime 400 mg Capsule	Pack of 5 Cap	120
15	Ceftriaxone 1g IM/IV	Pack of 1 Vial	250



16	Chlorpheniramine Syrup 2mg/5ml	Bottle 100 ml	100
17	Ciprofloxacin 500mg Tablet	Pack of 10 Tab	350
18	Ciprofloxacin hydrochloride 0.3% eye/ear drops	Bottle 10ml	100
19	Clopidogrel 75 mg Tablet	Pack of 28 Tab	30
20	Diamicron (Gliclazide) 60mg MR Tablet	Pack of 30 Tab	100
21	Diclofenac Sodium 1% Gel	30 g Gel Tube	400
22	Diclofenac Sodium 50 mg Tablet (Really extra)	Pack of 10 Tab	1000
23	Diclofenac Sodium 75mg/3ml Injection	Pack of 5 Amp	50
24	Eucarbon Tablet	Pack of 20 Tab	100
25	Folic Acid 5mg Tablet	Pack of 28 Tab	150
26	Fucicort (Fusidic acid 20mg/g and betamethasone valerate 0.1%) ointment	15g Tube	225
27	Gentamicin 0.3% eye drops	Singel Pack	100
28	Glibenclamide 5mg Tablet	Pack of 60 Tab	120
29	Hydrocortisone 100mg Vial	Vial	60
30	Hyoscine Butylbromide 10 mg Tablet	Pack of 20 Tab	300
31	Ibuprofen 400mg Film Coated	Pack of 24 Tab	250
32	Insulin NovoRapid Penfill 100 units/ml	3 ml Pen	60
33	Insulin Lantus 100 IU/ml, Solution for Injection	3ml Pen	60
34	Levothyroxine 50 mcg Tablet	Pack of 50 Tab	100
35	Levothyroxine 100 mcg Tablet	Pack of 50 Tab	100
36	Librax Tablet (5 mg chlordiazepoxide /2.5 clidinium bromide	Pack of 30 Tab	250
37	Lisinopril 10mg Tablet	Pack of 28 Tab	70
38	Mebo Cream (25%w/w B-sitosterol)	15 g Tube	100
39	Metformin 500 Mg Tablet	Pack of 30 Tab	250
40	Metformin 850 Mg Tablet	Pack of 30 Tab	250
41	Metronidazole 500mg Tablet	Pack of 20 Tab	150
42	Multivitamins Children's Syrup	Bottle 100 ml	120
43	Nefopam 20mg/2 ml injection	Pack of 5 Amp	5



44	Omeprazole 40 mg Vial	Pack of 1 vial	150
45	Osteocare tablet (Calcium and minerals)	Pack of 30 Tab	150
46	Paracetamol 125mg Syrup	Bottle 100 ml	175
47	Paracetamol 500 mg Tablet	Pack of 100 Tab	250
48	Prisoline eye drops	15 ml Dropper Bottle	150
49	Rhinostop Tablet	Pack of 20 Tab	250
50	Tamsulosin 0.4mg Tab	Pack of 30 Tab	60
51	Telmisartan 80 mg /12.5 mg hydrochlorothiazide	Pack of 28 tab	150
52	Tobradex eye drops	Singel Pack	60
53	Trio - Clar Capsule (Clarithromycin 500 mg + Tinidazole 500 mg + Omeprazole 20 mg)	Pack of 42 Cap	60
54	Trifed Syrup	Bottle 100 ml	200
55	Uricol Sachet	Pack of 12 sach	400
56	Vitamin B complex Tablet	Pack of 30 Tab	250
57	Vitamine B complex IM injection	Pack of 5 Amp	100
58	Vitamin C (Ascorbic Acid) 500mg	Pack of 20 Tab	600
59	Vitamin D 50000 IU	Pack of 15 Tab	150
60	Xylometazoline 0.05% nasal drops	Singel Pack	120
61	Xylometazoline 0.1% nasal drops	Singel Pack	120
62	Foley Catheter, 100% Silicone, 18 Fr	EA	30
63	400 Liters single glass Door Pharmacy Refrigerator. Stainless steel/Aumlnum plate. four Casters. Input Voltage: 220- 240V/50Hz Dimensions: 680 x 735 x 1756mm (W x D x H)Multi air flow system, Adjustable spill-proof shelves. Temprature Range 2°C~8°C. Audible and visual alarms, Led light	EA	1
64	Decal B12 Syrup (Calcium:-Vitamin D3- Vitamin B12) .	Bottle of 120 ml	60
65	Janumet (Sitagliptin and Metformin) 50/1000 tablet	Pack of 56 Tab	30
66	Janumet (Sitagliptin and Metformin) 50/500 tablet	Pack of 56 Tab	30
	I	1	



67	Vitamin D drops 400 IU	Bottle of 30 ml	50
68	Mometasone Furoate 50mcg spray	120 Nasal Spray	30
69	Skinoren cream Azelaic Acid 20 %.	Tube of 30 Gram	30
70	Minor surgical kit. All tools are made fromhigh-grade surgical stainless steel (TC Olsen Hager Needle Holder 5.5" (14cm)+ TC Mayo Scissors 5.5" (14cm) +Kelly Forceps 5.5" (14cm) Straight+Kelly Forceps 5.5" (14cm) Curved+Adson Forceps 4.75" (12cm)+Adson Forceps 1×2 Teeth 4.75" (12cm)+Mosquito Forceps 5" (12.5cm) Straight+Mosquito Forceps 5" (12.5cm) Curved+Iris Scissors 4.5" (11.4cm)+Spencer Scissors 4.5" (11.4cm)+Dressing Forceps 6.25" (16cm)+Scalpel Handle # 3+Scalpel Handle # 4	EA	1
71	Transportation to Sabha	EA	1

Delivery Requirements

Delivery Requirements		
Delivery date and time	Bidder should address their delivery on ANNEX 3	
Delivery Terms (INCOTERMS 2020)	DAP	
	☐ Not applicable	
Customs clearance	Shall be done by:	
(must be linked to	☐ Name of organisation	
INCOTERM	⊠ Supplier/bidder	
	☐ Freight Forwarder	
Exact Address(es) of Delivery Location(s)	IOM office Sabha	
Distribution of shipping documents (if using	N/A	
freight forwarder)		
Packing Requirements	As per information provided on above table	
Training on Operations and Maintenance	N/A	
Warranty Period	-All Medicines must have min 18 Months Shelf life; expiration date must exceed 18 months at the date of deliveryAll Medical equipment must have at least 1-year warranty.	
After-sales service and local service support requirements	N/A	
Preferred Mode of Transport	Land	
Other information	N/A	



ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:		
RFQ reference:	4200518835	Date:

BIDDER'S DECLARATION OF CONFORMITY¹

Yes	No	
		On behalf of the vendor, I hereby represent and warrant that neither the vendor, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons: bankruptcy, insolvency or winding-up procedures; breach of obligations relating to the payment of taxes or social security contributions; grave professional misconduct, including misrepresentation, fraud; corruption; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offences or offences linked to terrorist activities; child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices; irregularity; creating or being a shell company.
		On behalf of the vendor, I further represent and warrant that the vendor is financially sound and duly licensed.
		On behalf of the vendor, I further represent and warrant that the vendor has adequate human resources, equipment, competence, expertise and skills necessary to complete the contract fully and satisfactorily, within the stipulated completion period and in accordance with the relevant terms and conditions.
		On behalf of the vendor, I further represent and warrant that the vendor complies with all applicable laws, ordinances, rules and regulations.
		On behalf of the vendor, I further represent and warrant that the vendor will in all circumstances act in the best interests of IOM.
		On behalf of the vendor, I further represent and warrant that no official of IOM or any third party has received from, will be offered by, or will receive from the vendor any direct or indirect benefit arising from the contract.
		On behalf of the vendor, I further represent and warrant that the vendor has not misrepresented or concealed any material facts during the contracting process.
		On behalf of the vendor, I further represent and warrant that the vendor will respect the legal status, privileges and immunities of IOM as an intergovernmental organization.



		On behalf of the vendor, I further represent and warrant that neither the vendor nor any persons having powers of representation, decision-making or control over the vendor or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the "UN Sanctions List") or are the subject of any sanctions or other temporary suspension. The vendor will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension.
		On behalf of the vendor, I further represent and warrant that the vendor does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation.
		On behalf of the vendor, I further represent and warrant that, the vendor will apply the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest.
Yes	No	
		On behalf of the vendor, I further represent and warrant that the vendor undertakes to comply with the Code of Conduct, available at https://www.ungm.org/Public/CodeOfConduct .
		It is the responsibility of the vendor to inform IOM immediately of any change to the information provided in this Declaration.
		On behalf of the vendor, I certify that I am duly authorized to sign this Declaration and on behalf of the vendor I agree to abide by the terms of this Declaration for the duration of any contract entered into between the vendor and IOM.
		IOM reserves the right to terminate any contract between IOM and the vendor, with immediate effect and without liability, in the event of any misrepresentation made by the vendor in this Declaration.
	•	
.		
Signatu	re:	Name:Click or tap here to enter text.
Signatu Title:		Name:Click or tap here to enter text.

 $^{\mathbf{1}}$ This form is mandatory to fill in and sign by every vendor who submits quotation.



ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:				
RFQ reference:	4200453216	Date:		
Please send pictures as samples or provide full items details in text to evaluate your proposal				

Currency of the Quotation: USD

INCOTERMS: DAP

Item No	Description	Unit	Qty	Delivery Time	Unit price	Total price		
1	Albendazol 400mg Tablets	Pack of 1 Tablet	30					
2	Amaryl 2mg (Glimepiride) Tablet	Pack of 30 Tab	130					
3	Amaryl 6mg (Glimepiride) Tablet	Pack of 30 Tab	130					
4	Amlodipine 5mg Tablet	Pack of 28 Tablet	250					
5	Amlodipine 10mg Tablet	Pack of 28 Tablet	250					
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12	Candesartan cilexetil 16 mg/Hydrochlorothiazide 12.5 mg Tablet	Pack of 30 Tab	100					



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18	Ciprofloxacin hydrochloride 0.3% eye/ear drops	Bottle 10ml	100		
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20	Diamicron (Gliclazide) 60mg MR Tablet	Pack of 30 Tab	100		
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22	Diclofenac Sodium 50 mg Tablet (Really extra)	Pack of 10 Tab	1000		
23	Diclofenac Sodium 75mg/3ml Injection	Pack of 5 Amp	50		
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25	Folic Acid 5mg Tablet	Pack of 28 Tab	150		
26	Fucicort (Fusidic acid 20mg/g and betamethasone valerate 0.1%) ointment	15g Tube	225		
27	Gentamicin 0.3% eye drops	Singel Pack	100		
28	Glibenclamide 5mg Tablet	Pack of 60 Tab	120		
29	Hydrocortisone 100mg Vial	Vial	60		
30	Hyoscine Butylbromide 10 mg Tablet	Pack of 20 Tab	b 300		
31	Ibuprofen 400mg Film Coated	Pack of 24 Tab	of 24 Tab 250		
32	Insulin NovoRapid Penfill 100 units/ml	3 ml Pen	60		
33	Insulin Lantus 100 IU/ml, Solution for Injection	3ml Pen	60		
34	Levothyroxine 50 mcg Tablet	Pack of 50 Tab	100		
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37	Lisinopril 10mg Tablet	Pack of 28 Tab	70		
38	Mebo Cream (25%w/w B-sitosterol)	15 g Tube	100		
39	Metformin 500 Mg Tablet	Pack of 30 Tab	250		
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50	Tamsulosin 0.4mg Tab	Pack of 30 Tab	60		
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53	Trio - Clar Capsule (Clarithromycin 500 mg + Tinidazole 500 mg + Omeprazole 20 mg)	Pack of 42 Cap	60		
54	Trifed Syrup	Bottle 100 ml	200		
55	Uricol Sachet	Pack of 12 sach	400		
56	Vitamin B complex Tablet	Pack of 30 Tab	250		
57	Vitamine B complex IM injection	Pack of 5 Amp	100		
58	Vitamin C (Ascorbic Acid) 500mg	Pack of 20 Tab	600		
59	Vitamin D 50000 IU	Pack of 15 Tab	150		
60	Xylometazoline 0.05% nasal drops	Singel Pack	120		
61	Xylometazoline 0.1% nasal drops	Singel Pack	120		
62	Foley Catheter, 100% Silicone, 18 Fr	EA	30		
63	400 Liters single glass Door Pharmacy Refrigerator. Stainless steel/Aumlnum plate. four Casters. Input Voltage: 220- 240V/50Hz Dimensions: 680 x 735 x 1756mm (W x D x H)Multi air flow system, Adjustable spill-proof shelves. Temprature Range 2°C~8°C. Audible and visual alarms, Led light	EA	1		
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65	Janumet (Sitagliptin and Metformin) 50/1000 tablet	Pack of 56 Tab	30		



66	Janumet (Sitagliptin and Metformin) 50/500 tablet	Pack of 56 Tab	30				
67	Vitamin D drops 400 IU	Bottle of 30 ml	50				
68	Mometasone Furoate 50mcg spray	120 Nasal Spray	30				
69	Skinoren cream Azelaic Acid 20 %.	Tube of 30 Gram	30				
70	Minor surgical kit. All tools are made fromhigh-grade surgical stainless steel (TC Olsen Hager Needle Holder 5.5" (14cm)+ TC Mayo Scissors 5.5" (14cm) +Kelly Forceps 5.5" (14cm) Straight+Kelly Forceps 5.5" (14cm) Curved+Adson Forceps 4.75" (12cm)+Adson Forceps 1×2 Teeth 4.75" (12cm)+Mosquito Forceps 5" (12.5cm) Straight+Mosquito Forceps 5" (12.5cm) Curved+Iris Scissors 4.5" (11.4cm)+Spencer Scissors 4.5" (11.4cm)+Dressing Forceps 6.25" (16cm)+Scalpel Handle # 4	EA	1				
71	Transportation to Sabha	EA	1				
Total Price							
Transportation Price							
Insurance Price							
Installation if any Price Training if any Price							
Other Charges if any (specify)							
Total Final and All-inclusive Price							



Compliance with Requirements

Email Address:

	You Responses				
	Yes, we w		If you cannot comply, pls. indicate counter proposal		
Minimum Technical Specifications					
Delivery Term (INCOTERMS)					
Delivery Lead Time					
Warranty and After-Sales Requirements					
Validity of Quotation					
Payment terms					
Other requirements [pls. specify]					
Estimated weight/volume/dimension of the Consignment: Country/ies of Origin: (if export licence required this must be submitted if awarded the contract)					
I, the undersigned, certify that I am duly authoriz the quotation is accepted.	ed to sign t	his quotation and	bind the company below in event that		
Exact name and address of the company	4	Authorized Signature:			
Company Name		Date:			
Address:		Name:			
Phone No.:	9	Functional Title of Authorised Signatory: Email Address:			