

Date: 09 May 2023

Bid Bulletin

Tender Ref: ITB LY23-116

Tender Name: Supply and Delivery of Non-Food Items (NFI) to Tripoli on One (1) Year Long Term Agreement Basis

Q1: Since we are an **(Any Country)** manufacturer of kitchen sets , are we eligible to submit our bid?

A1: Yes, this tender is open for all bidders.

Q2: Do we have to send the samples along with the bid?

A2: Yes, we are expecting samples to be delivered to our WH before the deadline.

Q3: We are not able to understand the pricing schedule. How much quantity is needed and for how much quantity do we have to give pricing?

A3: This is going to be LTA and the orders will be made on a need-basis. Thus, there is no specific quantity that can be committed now but to make the pricing easier, we have given two range options for each order up to one thousand pieces or any order more than one thousand pieces. When IOM is placing an order, if the required quantity for each item is less than one thousand pieces, we will refer to the price that is specified for this range. And in case if IOM will order any individual item more than 1000 pieces in one PO, then the price from "1000 and above" to be used as a reference.

Q4: As its mentioned in the documents that samples have to be customed clear from our end, what does this means?

A4: Samples have to be delivered to IOM Libya Warehouse directly and we will not be involved in the custom clearance process. Company should clear the items from customs either by themselves or through their 3rd party service provider they have in Libya. This applies for future as well, where awarded companies are expected to deliver items using DAP Incoterms and IOM Libya Mission will not take any responsibility of the custom clearance process on behalf of the Vendors.

Q5: We need to submit samples as requested , but there are other items that cant be sent by air cargo that are deemed dangerous goods, like knives and liquids, so it is possible we can send what we can?

A5: You can send the items through sea or land shipment, whichever is faster and as long as the shipment document is submitted that proves items are shipped and will be delivered within 7 days, we will be accepting the samples.

Q6: As we are sending the samples by air , our freight forwarder needs to know who will be responsible for customs duty when your office receives the samples?

A6: As IOM Libya, we will not be involved in Custom clearance process so in case if you have 3rd party service provider who can assist you, they can clear the items and deliver to us.

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Custom clearance in Libya has been always complicated and therefore the responsibility of delivering items will be with the bidders.

Q7: due to freight delays on customs clearance the samples might arrive after the closing date, maybe a day or two, will our samples be still valid?

A7: As long as we receive the shipment documents that are dated before the last submission date, and as long as we receive the items within max 7 calendar days after the shipment, we will accept the samples as valid.

Q8: Considering the time required to collect samples, would you kindly accept to postpone the tender deadline to June 10?

A8: As it will be included in the bid bullet-in, the sample acceptance will be flexible as international vendors might have challenges and as long as the shipment documents are submitted on or before the last bid submission date and as long as the samples are received within seven calendar days.

Q9: Under the SECTION 3 : DATA SHEET : Ref Article in Section 2 : Point 8 (Clarification of solution documents) & Point 28 (Instruction for bid submission) states same email id both for CLARIFICATION and BID SUBMISSION.

A9: Yes, both proposal submission and clarification to be sent to the same email address. However, Proposal submission to be as per the details provided in the ITB and shall have its own subject.

Q10: Please note at 350 grams / sqmtr each summer Blanket cannot be 1800 grms as mentioned in the specification but it will be 1050 grms.

A10: Yes, its expected to be 1,050 gr, typo will be corrected.

Q11: A. Migrant Hygiene Kit (Male) & B. Migrant Hygiene Kit (Female) Bucket 8 – 10 L, as per the specification it is an OXFAM BUCKET with Lid and Handle without TAP 20Ltrs, kindly confirm shall we quote and submit the same OXFAM BUCKET with Lid and Handle without TAP 20Ltrs.

A11: Yes, the specifications are addressing to OXFAM Bucket, but we are requesting min 8lt (available size is 10lt in the market and as per IOM Global NFI specification list) and anything above this capacity will be at your discretion.

Q12: Can you provide us 10 Days additional after the above requested clarification being provided to arrange the exact samples?

A12: Regarding the samples, in case if you need additional time, we will be giving 7 days flexibility to the Vendors that can share the shipment documents on time (on or before the proposal submission date) and the samples will be accepted. However, IOM Libya will not be involved in custom clearance process.

Q13: Is this a local tender for Libya?

A13: No it's not limited to Libya only. It's both local and international.

Q14: Can you extend the deadline for sample submission?

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A14: In case if the samples can be shipped before the deadline and the proof of shipment can be provided, we will accept the samples that will be delivered within 7 calendar days after the bids closure.

Q15: What is the focal point number in the Warehouse that can receive the samples from the shipping company during the delivery?

A15: Ali Abdulgader +218 919314101

Q16: Do we still have to be registered in Libyan Vendor Registration System even if the companies are registered in UNGM?

A16: Even the companies are registered in UNGM, we require internal registration with IOM Libya Mission as it will be required in later stages for contracting process.

Q17: We are working on the samples and have noticed that in all 4 kits of Male Hygiene Kit, Female Hygiene Kit, Baby Hygiene Kit, Family Hygiene Kit, 80% of the items are almost common in them. Can we send 1 pc samples of each item considering the above. e.g. As Antibacterial body Soap is common in all 4 kits, we can send 1 pc of the same.

A17: As long as there is a letter submitted in the sample boxes and same is included in your proposal, this can be acceptable by the sample inspection committee. The quantity may not be problem, but the differences should be clearly indicated to avoid mistakes during the sample inspection.

Q18 – A18: Migrant Hygiene kit – Male & Female

- Bucket – can we supply 14 l. instead of 8-10 l. as all the specification weight, materials are same as 14 l? **(Answer)** as long as you meet the min requirements, the samples will pass the inspection. So 14 litres would be acceptable as well.
- Soap – can we supply 100 gr. x 3 soap / kit? **(Answer)** Yes – it needs to be clearly indicated in your offer to avoid confusions
- Towel small – weight mentioned as 500gms/sq.mt and 250gms min; if we are following 500 GSM (gr/sq.mt) - the total towel weight will be 105 grams(approx.) Can you please confirm what weight we need to follow? **(Answer)** 500 GSM is the correct one. Calculation will be corrected.
- Towel Large - weight mentioned as 500gms/sq.mt and 500gms min; if we are following 500 GSM (gr/sq.mt) - the total towel weight will be 400 grams(approx.) Can you please confirm what weight we need to follow? **(Answer)** 500 GSM is the correct one. Calculation will be corrected.
- Shaving brush – there are 2 dimensions mentioned in the specification can we follow any available size in the market? **(Answer)** yes
- Shaving cream – As per the market availability can we supply 120 gr? **(Answer)** yes, as long as it meets the min requirements. It can exceed based on the availability in the market.
- Laundry powder – can we supply 1kgs x 2pack / kit? **(Answer)** yes

A. Migrant Hygiene kit – Child 0-5Years

- Bucket – can we supply 14 l. instead of 8-10 l. as all the specification weight, materials are same as 14 l? **(Answer)** yes
- Soap – can we supply 100gms x 3 soap / kit? **(Answer)** yes

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- Towel Large - can we able to supply same specification as Migrant kit male and female? **(Answer)**they all have to be standard 500 GSM. Correction will be made in the addendum.
- Shaving cream – As per the market availability can we supply 120gr? **(Answer)**yes
- Laundry powder – can we supply 1kgs x 2pack / kit? **(Answer)**yes

B. Family Hygiene kit

- Bucket – due to availability can we able to supply Polypropylene Material instead of HDPE? Or 14 l. with same specification mentioned in the ITB.**(Answer)**material is critical specification so in order to pass from the inspection, the material criteria should be met. 14 liters will be acceptable.
- Jug – will it be possible to get the pictures?**(Answer)**we intentionally didn't share sample picture as it varies from region to region. As long as you meet the specs provided, shape can be different.
- Towel Large - can we able to supply same specification as Migrant kit male and female? **(Answer)**500 GSM for all towels and the specs will be corrected accordingly.
- Soap – can we supply 100gms x20 soap / kit?**(Answer)**yes
- Wet wipes – as per market availability we can supply 80pulls, can we supply the same as per other kits?**(Answer)**yes, it will be adjusted as 80 pulls to standardize.
- Laundry powder – can we supply 1kgs x 2pack / kit? **(Answer)**yes
- Shaving cream – As per the market availability can we supply 120gr? **(Answer)**yes

Q19: Can you please send us the full address and consignee name and phone number of the procurement officer or office who will receive the samples?

A19:

IOM Libya Office

Hay Al Kuwait, Janzour, Tripoli, Libya

Attn: Ali Abdulgader

Mobile: +218 91 93 14 101

The address system in Libya is poor so abovementioned details shall be sufficient to be able to deliver the items in Libya. Your focal person can reach out to Mr. Ali to get directions in case if they are not able to find the Warehouse location.

Q20: it was mentioned in the description of the item "Slip on Strapless Shoes", while in the price schedule (Page No. 94 of the Tender book): it was mentioned " Pair of 3 Strap adjustable shoe": Can you clarify ?

A20: it's a typo and should be Slip on strapless shoes.

Q21: Summer sweat suit sample photo is with hoodie and long sleeves, But it was not mentioned in the description, can you please clarify?

A21: for summer clothing kits, no need for hoodies and the sample pictures were included more on the color and shape. Please make sure the samples match the technical details provided rather than the sample pictures. Seems the pictures are mixed with winter.

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Q22: for Winter clothing kit, it mentions summer sweat suit. Is it mixed with summer clothing kit?

A22: Seems the pictures are mixed with Winter. It will be corrected right away.

Q23: for Gloves and hats, is it acceptable to replace the Wool fabric with Acrylic?

A23: its not the decision we can give now however, the sample inspection team will note down every discrepancy and fail the item if its not matching the required specifications. So if the gloves and hats are provided with different materials, they will not pass the sample inspection.

Q24: Large and small towels In all kits the GSM of the towels is not compatible with the weight; can you please clarify the required weight?

A24: GSM is supposed to be 500gr but the calculations are incorrect. It will be adjusted and published with the corrected ITB.

Q25: for sponge, In all kits, what do you mean by this specification (loofahs weighing min 50g and aprinches.9 inches), it is not clear, would you please clarify the exact dimension of the sponge?

A25: the sponge for bath is required to be min 50gr which is the critical specification. Dimension can vary as sponges usually don't have solid shape.

Q26: Solar Lamp The specifications are not clear: 2 lumen descriptions, 12 LED in description, but 60 LED in the picture, shall we use the picture as proof?

A26: pictures are just a sample, and it doesn't reflect exact item required. The picture mostly clarifies how a sample should look like or the shapes with functions.

There are only sixteen (16) questions received until 27 April 2023 10:00 AM Tripoli time.

There are total of twenty-six (26) questions received until 08 May 2023 15:00 PM Tripoli time.

In case there are more questions that are not repeating above questions, this bid bulletin will be updated.

Best Regards,

IOM Libya Procurement Unit