



IOM International Organization for Migration
 OIM Organisation Internationale pour les Migrations
 OIM Organización Internacional para las Migraciones

IOM LIBYA

REQUEST FOR QUOTATIONS (RFQ) AND GENERAL INSTRUCTION TO SUPPLIERS (GIS)

To : Eligible Suppliers
 Project: Supply and Delivery of Various Non-Food Items (NFIs)
 Ref. No.: LY22-086
 Date : 10 March 2022

The International Organization for Migration (**IOM**) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of *Emergency and Refugee Humanitarian Assistance Program*, the IOM invites interested eligible Suppliers to submit Quotations for the supply and delivery of *various NFIs as per below table and detailed technical specifications (attached)*.

Item No.	Item Description	Unit	Quantity
1	Mattresses	E. A	650
2	Summer Blankets (adult)	E. A	500
3	Summer Blankets (children)	E. A	400
4	Summer Clothing Kit-Adults (Males)	E.A	660
5	Summer Clothing Kit-Adults (Females)	E. A	660
6	Summer Clothing Kit-Child (male) (5-12 years old)	E. A	350
7	Summer Clothing Kit-Child (female) (5-12 years old)	E. A	350
8	Summer Clothing Kit-Child (male, female) (from 0-2 years old)	E. A	350
9	Individual Hygiene Kit (children)	E. A	350
10	Individual Hygiene Kit (men)	E. A	1450
11	Individual Hygiene Kit (women)	E. A	1271
12	Summer Clothing Kit-Child (male) (from 3-5 years old)	E. A	350
13	Summer Clothing Kit-Child (female) (from 3-5 years old)	E. A	350

- Deadline of submission (quotation and samples) on or before 17 Mar 2022
- Delivery of good are requested to be within first week of April 2022.
- Only those who passed the eligibility criteria will be subjected for sample inspections/evaluations

With this RFQ is the GIS which include the Instructions to Suppliers, Technical Specifications and administrative requirements that Suppliers will need to follow in order to prepare and submit their quotation for consideration by IOM.

IOM reserves the right to accept or reject any quotation, and to cancel the procurement process and reject all quotations at any time prior to award of Purchase Order or Contract, without thereby incurring any liability to the affected Supplier/s or any obligation to inform the affected Supplier/s of the ground for IOM's action.

Very truly yours,
Procurement Staff/Focal Point

GENERAL INSTRUCTION TO SUPPLIERS (GIS)

1. Description of Goods

IOM request prospective suppliers to submit quotation for the supply and delivery of *various NFIs as listed in Annex B and Annex C*.

2. Corrupt, Fraudulent, and Coercive Practices

IOM requires that all IOM Staff, manufacturers, suppliers or distributors, observe the highest standard of ethics during the procurement and execution of all contracts. IOM shall reject any proposal put forward by Suppliers, or where applicable, terminate their contract, if it is determined that they have engaged in corrupt, fraudulent, collusive or coercive practices. In pursuance of this policy, IOM defines for purposes of this paragraph the terms set forth below as follows:

- Corrupt practice means the offering, giving, receiving or soliciting, directly or indirectly, of any thing of value to influence the action of the Procuring/Contracting Entity in the procurement process or in contract execution;
- Fraudulent practice is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, the Procuring/Contracting Entity in the procurement process or the execution of a contract, to obtain a financial gain or other benefit to avoid an obligation;
- Collusive practice is an undisclosed arrangement between two or more bidders designed to artificially alter the results of the tender procedure to obtain a financial gain or other benefit;
- Coercive practice is impairing or harming, or threatening to impair or harm, directly or indirectly, any participant in the tender process to influence improperly its activities in a procurement process, or affect the execution of a contract

3. Conflict of Interest

All Suppliers found to have conflicting interests shall be disqualified to participate in the procurement at hand. A Supplier may be considered to have conflicting interest under any of the circumstances set forth below:

- A Supplier has controlling shareholders in common with another Supplier;
- A Supplier receives or has received any direct or indirect subsidy from another Supplier;
- A Supplier has the same representative as that of another Supplier for purposes of this quotation;
- A Supplier has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the Quotation of another or influence the decisions of the Mission/Procuring Entity regarding this quotation process;
- A Supplier submits more than one Quotation in this Quotation process;
- A Supplier who participated as a consultant in the preparation of the design or technical specifications of the Goods and related services that are subject of this quotation process.

4. Eligible Suppliers

Only Suppliers that are determined to be qualified shall be considered for award. The Supplier shall fill up and submit the standard IOM Vendor Information Sheet (VIS) (Annex D) to establish their eligibility together with the Quotation.

[Vendors failing to fill Annex D and provide proof of company registration may not be considered as eligible.](#) Vendors that are already working with IOM may confirm that there are no changes in their Company details instead of submitting new VIS.

Vendors must submit registration letter where it clearly shows that company is authorized to trade such items and services. Failing to proof this may cause Vendors to be declared as ineligible.

5. Cost of Preparing the Quotation

The Supplier shall bear all costs associated with the preparation and submission of his Quotation and IOM will not in any case be responsible and liable for the costs incurred.

6. Errors, omissions, inaccuracies and clarifications

The documents and forms requested for the purpose of soliciting Quotations shall form part of the Contract; hence care should be taken in completing these documents.

Suppliers shall not be entitled to base any claims on errors, omissions, or inaccuracies made in the Quotation Documents.

Suppliers requiring any clarifications on the content of this document may notify the IOM in writing at the following address.

iomlibyaproposal@iom.int

IOM will respond to any request for clarification received on or before *17 March 2022*. Copies of the response including description of the clarification will be given to all Suppliers who received this General Instruction, without identifying the source of the inquiry.

7. Confidentiality and Non-Disclosure

All information given in writing to or verbally shared with the Supplier in connection with this General Instruction is to be treated as strictly confidential. The Supplier shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the procurement process has been completed whether or not the Supplier is successful.

8. IOM's Right to Accept any Quotation and to Reject any and all Quotations

IOM reserves the right to accept or reject any Quotation, and to cancel the procurement process and reject all Quotations, at any time prior to award of contract, without thereby incurring any liability to the affected Supplier/s or any obligation to inform the affected Supplier/s of the ground for IOM's action.

9. Requirements

9.1 Quotation Documents

The following shall constitute the Quotation Documents to be submitted by the Suppliers:

- a.) Quotation Form (Annex A)
- b.) Price Schedule Form (Annex B)
- c.) Technical Specifications Form (Annex C)
- d.) Vendor Information Sheet (Annex D) *if already an IOM vendor just indicate so and no need to resubmit unless documents need to be updated*

Suppliers are required to use the forms provided as Annexes in this document.

9.2 Quotation Form

The Quotation Form (Annex A) and other required documents shall be duly signed and accomplished and typewritten or written in indelible ink. Any correction made to the prices, rates or to any other information shall be rewritten in indelible ink and initialed by the person signing the Quotation Form.

The language of the Quotation shall be in *English* and prices shall be quoted in **USD**, exclusive of VAT.

Prices quoted by the Supplier shall be fixed during Supplier performance of the contract and not subject to price escalation and variation on any account, unless otherwise approved by IOM. A submitted quotation with an adjustable price quotation will be treated as nonresponsive and will be rejected.

9.3 Validity of Quotation Price

The Quotation shall remain valid for a minimum period of 60 days, after the deadline for submission.

In exceptional circumstances, prior to expiry of the period of validity of quotations, IOM may request that the Suppliers extend the period of validity for a specified additional period. The request and the response there to shall be made in writing. A supplier agreeing to the request will not be required or permitted to modify its quotation.

9.4 Documents Establishing Supplier's Eligibility and Qualification

The Supplier shall furnish, as part of its Quotation, documents establishing the Supplier's eligibility to submit Quotation and its qualifications to perform the contract if its Quotation is accepted. The IOM's standard Vendors Information Sheet (Annex D) shall be used for this purpose.

Failing to provide company documents or related forms in order for IOM to complete Vendor eligibility may result Vendors to be declared as ineligible.

10. Submission of Quotation Documents

As the request is urgent, quotation shall be submitted by email to iomlibyaproposal@iom.int on or before 17 Mar 2022 (clearly specifying the delivery lead time).

Late Quotations will not be accepted.

11. Opening of Quotations

IOM Procurement Unit will make the bids opening right after the deadline of last bids submission. By the deadline, Vendor's eligibility, technical evaluation of the proposed items and price evaluation will be done in case if Vendors found to be eligible and technically compliant.

PASS and FAIL method will be applicable for evaluation of items and failing in one item may cause Vendor to be considered as non-compliant with minimum specifications.

12. Acceptance of Quotations

IOM is not bound to take an immediate decision on the acceptability or unacceptability of Quotations at the time of their opening.

13. Rejection of Quotations

Quotation can be rejected for the following reasons:

- (a) the Quotation is not presented in accordance with this General Instruction;
- (b) the Quotation Form or any document which is part of the Quotation Document is not signed;
- (d) the Supplier is currently under list of blacklisted suppliers;
- (e) the Supplier offer imposes certain basic conditions unacceptable to IOM
- (f) [the offered price is above the approved budget](#)

IOM is not bound to accept any offer received and reserves the right to waive any minor defect in an offer, provided, however, that such minor defect (i) does not modify the substance of the offer and (ii) does not change the relative ranking of the Suppliers.

14. Evaluation of Quotations

IOM shall evaluate and compare the Quotations on the basis of pass/fail for the following:

- (a) Completeness and responsiveness of the documents mentioned in 9.1
- (b) Compliance with technical specifications (includes quality, delivery requirement)
- (c) Price

Arithmetical errors will be corrected on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its Quotation will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.

Technical evaluation and inspection of the samples mentioned in clause 14 (b) will follow **PASS and FAIL method** where in case if samples are found to be noncompliant with minimum requirement, Vendor's offer will not be considered for the financial evaluation.

15. Post Qualification

Prior to award, post-qualification will be carried out by IOM to further determine the selected Supplier's technical and financial capability to perform the contract. IOM shall verify and validate any documents/information submitted and shall conduct ocular inspection of the office, plant and equipment.

16. Award of Contract

The Supplier that has submitted the lowest evaluated Price, substantially responsive to the requirements of this General Instruction and who has been determined to be qualified to perform the contract shall be selected and awarded the contract.

IOM shall notify the selected Supplier through a Notice of Award or Purchase Order (Goods). IOM shall also notify in writing, the other Suppliers who were not selected without disclosing the reason for rejection.

17. Delivery Site and Period of Delivery

The goods should be delivered at the following delivery site/s:

- IOM Warehouse
- Libya Office, Hai Al-Kuwait, Janzour

Delivery period shall be within *3-5 days* upon signing of the Purchase Order or Contract.

18. Liquidated Damages

If the Supplier fails to deliver any or all of the goods within the period specified in Clause 17 above, a penalty payment of 0.1% of the price of the undelivered goods for every day of breach of the delivery schedule by the Supplier will be requested.

19. Payment

Payment shall be made only upon IOM's acceptance of the goods, and upon IOM's receipt of invoice describing the goods delivered within 30 calendar days.

20. Warranty

Warranty shall be quoted based on the standard warranties provided by the manufacturer unless specified in the Technical Specifications of this General Instruction. A Warranty Certificate shall be provided by the Supplier.

21. Settlement of Dispute

The United Nations Commission on International Trade Law (UNCITRAL) arbitration rules will apply for any dispute, controversy or claim that will arise in relation to the procurement process.

Annex A

QUOTATION FORM

Date : _____

To : _____

Having examined the General Instruction for the Supply and Delivery of *[insert description of goods]*, the receipt of which is hereby duly acknowledge, I, representing *[name of company]* offer to supply and deliver the requested goods in conformity with the General Instruction for the total amount of *[total bid amount in words and figures and currencies]* in accordance with the Price Schedule (Annex B) which is herewith attached and form part of this Quotation.

I undertake if my offer is accepted, to deliver the goods in accordance with the delivery schedule set out in the Price Schedule.

I agree to abide by this Quotation for the Validity Period specified in the General Instruction which may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this Quotation Form, together with your Notice of Award shall constitute a binding agreement between us.

I hereby certify that this Quotation complies with the requirements stipulated in the General Instruction.

Dated this _____ day of _____ 2022.

[signature over printed name] _____
[in the capacity of]

Duly authorized to sign Quotation for and on behalf of
_____ *[name of company]*

PRICE SCHEDULE FORM

PROJECT TITLE : Supply and Delivery of Various Non-Food Items (NFIs)

LOCATION : Tripoli

REF NO. : LY22-086

ITEM NO.	ITEM DESCRIPTION	COUNTRY OF ORIGIN	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	DELIVERY SCHEDULE	DELIVERY SITE /FINAL DESTINATION
1	Mattresses		650	Sets				
2	Summer Blankets (adult)		500	Sets				
3	Summer Blankets (children)		400	Sets				
4	Summer Clothing Kit-Adults (Males)		660	sets				
5	Summer Clothing Kit-Adults (Females)		660	sets				
6	Summer Clothing Kit-Child (male) (5-12 years old)		350	sets				
7	Summer Clothing Kit-Child (female) (5-12 years old)		350	sets				
8	Summer Clothing Kit-Child (male, female) (from 0-2 years old)		350	sets				
9	Individual Hygiene Kit (children)		350	sets				
10	Individual Hygiene Kit (men)		1450	sets				
11	Individual Hygiene Kit (women)		1271	sets				
12	Summer Clothing Kit-Child (male) (from 3-5 years old)		350	sets				
13	Summer Clothing Kit-Child (female) (from 3-5 years old)		350	sets				

IOM is encouraging companies to use recycled materials or materials coming from sustainable *resources or produced using a technology that has lower ecological footprints.*

Suppliers authorized signature over printed name

IOM is encouraging companies to use recycled materials or materials coming from sustainable *resources or produced using a technology that has lower ecological footprints.*

TECHNICAL SPECIFICATIONS

Technical Specifications

PROJECT TITLE : LY22-086 Item No. : 1.0 Item Description : Mattresses	
Manufacturer : <u>Libya</u> Origin : _____ Model : _____ Cat./Page : _____	
PURCHASER'S SPECIFICATIONS	BIDDER'S SPECIFICATIONS
<p>Mattress</p>  <p>High: Polyurethane foam, 35kg/m³; Thickness: 15cm (minimum, in 1 piece not glued)</p> <p>Indentation Load Defluxion: 16kg minimum Sag factor: Greater than 2.0 Air flow CBM/mn: Max. 0.11 Elongation (%): 125 175 Impact Resilience (%): Greater than 30</p> <p>OR non-woven polypropylene of 100g/m² minimum, with strong plastic zip. Tear strength minimum: 6DaN under ISO 9073-4 or BS9073-4</p>	

PROJECT TITLE	: LY22-086
Item No	: 2,3
Item Description	: Summer Blankets
Manufacturer	: _____
Origin	: _____
Model	: _____
Cat./Page	: _____

PURCHASER'S SPECIFICATIONS	BIDDER'S SPECIFICATIONS
<p>Summer Blanket</p>  <p>BLANKET, woven, 50% WOOL, 1.5x2m, medium thermal resistance Test</p> <p>conditions: Specification under the normal textile test conditioning ISO139, 65% moisture and 20°C for 24h.</p> <p>Samples for testing purpose: Samples of blankets must be from compressed bales.</p> <p>All criteria to be passed on the same sample.</p> <p>(Samples of compressed bales to be prepared with only 5 blankets folded once more than in normal bales, at 40% compression ratio, and to remain compressed for one week minimum before testing).</p> <p>Make: Woven, dry raised both sides</p> <p>Content ISO1833 on dry weight: 50% wool fibres +/-5%, 50 % other textile fibres, recycled fibres accepted.</p> <p>Colors: Grey, brown or other dark colors, preferably not died</p> <p>Size: 150 x 200cm +3%/-1%. To be taken on flat stabilised sample, without folds.</p> <p>Weight: 570 to 670g/m². Weight determined by total weight/total surface.</p> <p>Thickness ISO 5084: 3mm minimum (1KPa on 2000mm²)</p> <p>Tensile strength ISO13934-1: 250N warp and weft minimum</p> <p>Tensile strength loss after washing ISO13934-1 and ISO 6330: Maximum 5% warp and weft after 3 consecutive machine washing at 30°C and one flat drying.</p> <p>Shrinkage maxi. ISO 6330: Maximum 5% warp and weft after 3 consecutive machines washing at 30°C and one flat drying.</p>	

Weight loss after washing: Maximum 5% after 3 consecutive machine washing at 30°C and one flat drying.

Thermal resistance ISO 5085-1: TOG 2.5 (or 0.25m².K/W) minimum, rounded to the nearest 0.1,

passed on samples picked from compressed bales after 3 consecutive machine washing at 30°C and one flat drying.

Resistance to air flow ISO9237 under 100Pa pressure drop: Maximum 1000 L/m²/s

Finish: Whipped seam at 10mm from the edge with 10 to 13 stitches/10cm or stitched ribbon or hemmed on 4 sides.

Organoleptic test: No bad smell, not irritating to the skin, no dust. 4<pH<9.

Free from harmful VOC (Volatile Organic Components).

Fit for human use.

Fire resistance ISO12952-1&2, on non-washed

sample: Resistance to cigarette - No ignition

Fire resistance ISO12952-3&4, on non-washed

sample: Resistance to flame - No ignition

Packing: Bales to be wrapped in a water-tight micro perforated plastic film and covered with a polypropylene or jute woven bag.

- Quantity per bale: 20 pieces.

- Compressed and strapped with 5 straps (2 lengthwise, 3 crosswise).

- Bales dimensions: Length approx. 0.8m, width approx. 0.5m

- Height of the bales to be compressed by maximum 40% from free state to final compressed and strapped state.

(ex: if the bale is 1m high at free state, it should be compressed to a height of 0.6m at final and strapped state).

Marking on the package

-Bales to be wrapped in a water-tight micro perforated plastic film and covered with a polypropylene or jute woven bag.

- Quantity per bale: 20 pieces.

- Compressed and strapped with 5 straps (2 lengthwise, 3 crosswise).

- Bales dimensions: Length approx. 0.8m, width approx. 0.5m

- Height of the bales to be compressed by maximum 40% from free state to final compressed and

<p>strapped state. (ex: if the bale is 1m high at free state, it should be compressed to a height of 0.6m at final and strapped state).</p> <p>Marking on the package: Blankets, 50%wool, 150 x 200cm - 20 pieces. Other markings as specified in contract</p>	
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PROJECT TITLE : LY22-086
 Item No : 4,5,6,7,8,12,13
 Item Description : Summer Clothing Kit-Adults and children
 Manufacturer : _____
 Origin : _____
 Model : _____
 Cat./Page : _____

PURCHASER'S SPECIFICATIONS **BIDDER'S SPECIFICATIONS**

**Clothing Kits (Adults and Children)
 NFI Bag**



MATERIAL:
 High quality waterproof fabric with inner rubber coating.

DIMENSIONS:
 Height: 15 cm
 Width: 25 cm
 Length: 40 cm

Design:
 Duffle bag design with lockable zipper. Double stitching to ensure the bag can hold weight of the contents inside. Carry handles (20 cm) from bottom attached on 40cm side. Two adjustable straps length wise to adjust inner content volume. Shoulder strap also to carry that go around the bag to ensure bag has sufficient strength to bear weight of the items packed inside. Interlocked double stitch.

Adult Summer Clothing Kit	
Description	Qty
Sweat Suit Set	1
T-shirt	1
Trouser	1
Underwear Set	1
Socks	1
Shoes	1

Other Details
Color: Blue
Logo: IOM logo

Printing: the bag has printed in white contents of the bag listed below

Sweat suit (2 pieces)

Brief description:

Summer
sweatSuit

Material:
100%
cotton

Design:
**Size and
design:**



Adult:

Unisex (XS, S, M, L and XL)-Regular Fit, please see attached breakdown for numbers by size

Child: Unisex (infant & toddler)

All sweat suits are as per EN 13402 or equivalent American size. The samples are to be accordance to

and will be measured against chest, height, waist girth to conform with EN 13402. The other standards

for sizes will not be accepted.

T shirt

Brief description

100% cotton half sleeve t-shirt, without collar, and without design, markings or logo as shown in the picture

Design:

Size and design:

Adult: Unisex (XS, S, M, L and XL)-Regular Fit, please see attached

breakdown for numbers by size

Child: Unisex (infant & toddler)

All sweat suits are as per EN 13402 or equivalent

American size. The samples are to be accordance to and

will be measured against chest, height, waist girth to conform with

EN 13402. The other standards for sizes will not be accepted.



Trouser

Brief description

100% cotton light weight flex waist pants

Design:

Size and design:

Adult: Unisex (XS, S, M, L and XL)-Regular Fit, please

see

attached

breakdown

for

numbers

by size

Child:

Unisex

(infant &

toddler)

All sweat

suits are

as per EN

13402 or equivalent American size. The samples

are to be accordance to and will be measured

against chest, height, waist girth to conform with

EN 13402. The other standards for sizes will not be

accepted.



Footwear

Brief description:

Open toe adjustable touch fastening straps-casual wear/adjustable fit

No patterns or designs; plain and dark colors (black, grey, navy blue, brown)

Material

1. Quick-drying waterproof PU upper with good breathability, comfort and not easy to deform

2. PU + phylon + rubber (Phylon insole + Rubber outsole, lightweight soft and flexible enough for most terrains. Well

cushioned insole to comfort for long walking.

Rugged durable rubber outsole stands up to rough



use and non-slip). Quick-drying waterproof PU upper with good breathability, comfort and not easy to deform.

3. Outer Material: PU
4. Inner Material: Synthetic
5. Sole: Gum Rubber

Design:

1. 3 hook and loop to allow a customized fit for foot and shaft width. Multiple points of adjustability for perfect fit
2. Unisex
3. The Phylon footbed is easy to clean, helps to inhibit bacterial growth, reduces odour
4. Closure: hook and loop
5. Heel Height: 2 centimetres
6. Shaft Diameter: Medium

Size:

Adult: Free size corresponding to S, M and L
Infant and Toddler: 0-5 years

Underwear

Brief description: Cotton unisex boxer brief for adults and children to ensure next-to-skin wear with flat seams and encased elastic waistband.

Material:

100% organic cotton

Design and Color:

1. Regular fit



2. Encased elastic waistband
3. Flat-lock stitching for maximum comfort

4. Double layer crotch
5. Trans-seasonal fabric weight for versatility
6. No patterns or designs; plain and dark colors (black, grey, navy blue, brown)

Size:

Adult: Free size corresponding to S, M and L
Infant and Toddler: 0-5 years

Socks

MATERIAL

Average composition: - 77% Cotton, 11% Polyester, 11% Polyamide, 1 % Elastane.
Different colors are accepted. No patterns or designs; plain socks.

Size and design:

Adult: Unisex (XS, S, M, L and XL)-Regular Fit, please see attached breakdown for numbers by size

Child: Unisex (infant & toddler)



Hats

MATERIAL

Double layered fleece hats.

Color: black or navy blue. Both layers are same color. No patterns or designs; plain hats.



DIMENSION.

	Circumference	Height
XL	60.96 cm	29.21 cm
L	57.15 cm	27.94 cm
M	53.34 cm	22.86 cm
XS	48.26 cm	20.32 cm
Toddler	38.26 cm	16.32 cm
Infant	28.8 cm	12.59 cm

Footwear

Brief description:

Open toe adjustable touch fastening straps-casual wear/adjustable fit

No patterns or designs; plain and dark colors (black, grey, navy blue, brown)



Material

1. Quick-drying waterproof PU upper with good breathability, comfort and not easy to deform
2. PU + phylon + rubber (Phylon insole + Rubber outsole, lightweight soft and flexible enough for most terrains. Well cushioned insole to comfort for long walking. Rugged durable rubber outsole stands up to rough use and non-slip). Quick-drying waterproof PU upper with good breathability, comfort and not easy to deform.

3. Outer Material: PU
4. Inner Material: Synthetic
5. Sole: Gum Rubber

Design:

1. 3 hook and loop to allow a customized fit for foot and shaft width.
Multiple points of

- adjustability for perfect fit
- 2. Unisex
- 3. The Phylon footbed is easy to clean, helps to inhibit bacterial growth, reduces odour
- 4. Closure: hook and loop
- 5. Heel Height: 2 centimetres
- 6. Shaft Diameter: Medium

Size:

Adult: Free size corresponding to S, M and L
Infant and Toddler: 0-5 years

Packing:

Adjustable Shoe should be in an individual plastic/polyethylene bag.

Underwear

Brief description: Cotton unisex boxer brief for adults and children to ensure next-to-skin wear with flat seams and encased elastic waistband.

Material: 100% organic cotton

Design and Color:



- 1. Regular fit
- 2. Encased elastic waistband
- 3. Flat-lock stitching for maximum comfort
- 4. Double layer crotch
- 5. Trans-seasonal fabric weight for versatility
- 6. No patterns or designs; plain and dark colors (black, grey, navy blue, brown)

Size:

Adult: Free size corresponding to S, M and L
Infant and Toddler: 0-5 years

Packing:

1. Jacket, Sweat Suit, Gloves, Socks, Hat, Adjustable shoe and underwear are packed in a plastic/polyethylene bag and heat sealed.
2. The contents above at time of packaging in plastic bags should be moisture free and dry to ensure longer life in storage.
3. Each heat-sealed kit to be packed in a duffle bag (if requested).

Duffle Bags are further packed in a carton box for easy stacking and transportation. The number of bags per box are to remain consistent for adults and junior kits. Preferably five (5) duffle bags to be packed in a carton box. In case if duffle bag is not requested, IOM may still request five (5) heat-sealed kits to be packed in a carton box. Carton box details are shared below

PROJECT TITLE : LY22-086		
Item No. : 10		
Item Description : Individual Hygiene Kit (migrants)		
Manufacturer : _____		
Origin : _____		
Model : _____		
Cat./Page : _____		
PURCHASER'S SPECIFICATIONS		BIDDER'S SPECIFICATIONS
A. Migrant Hygiene Kit (Male)		
Item	Description	Qty/Kit
Bucket, 8 – 10 L	<ul style="list-style-type: none"> • Heavy duty plastic bucket with lid and handle • Capacity 20 L • Material: HDPE • Handle: plastic to ensure each carrying. • The bucket is supplied with lid that should be able to closetight but easy to open and close 	1
Comb (Hair)	<ul style="list-style-type: none"> • Material: Plastic • Features: Strong • Size: 13-15 medium teeth • Hand held 	1
Nail Clipper	<ul style="list-style-type: none"> • Size: Big with miniature file • Material: Stainless steel, no rust • Length: 8cm minimum 	1
Toothbrush (Adult)	<ul style="list-style-type: none"> • Minimum length 150mm • Medium bristle 	1
Towel Small	<ul style="list-style-type: none"> • Material 100% cotton • 30 X 70cm minimum • Pastel/Dark colours – not white • Cannot easily pull fibers by hand • 450 gram per sqm minimum 	1
Towel Large	<ul style="list-style-type: none"> • Material 100% cotton • 80X 100cm minimum • Pastel/Dark colours – not white • Cannot easily pull fibers by hand • 450 gram per sqm minimum 	1
Toothpaste (Adult)	<ul style="list-style-type: none"> • Calcium + fluoride only • 150ml tube with screw • Expiration date at least 12 months from date of delivery 	1

Soap	<ul style="list-style-type: none"> • Sensitive antibacterial body soap with natural fragrance • Made from vegetable or animal fat (no pork fat). • Non perfumed. • Hypoallergenic • NaOH content: maximum 0.3% • NaCl content: maximum 0.5% • 250grm wrapped bar • Expiration date at least 12 months from date of delivery 	1
Shampoo	<ul style="list-style-type: none"> • General use moisturizing shampoo, not harmful to humans, in particular not irritating to the eyes • Easy-lathering shampoo formulated for normal hair, to clean hair and scalp • Product must be fit for human utilization and must be of sound, fair and marketable quality • PH: 6 – 8 • Packaging: Supplied in an unbreakable bottle, with clear markings. 	1
	<ul style="list-style-type: none"> • Minimum 400 ml • Registered trademark 	
Razors	<ul style="list-style-type: none"> • Disposable • Type: twin stainless/carbon steel blades and lubricant strip • Size: plastic handle +/- 8 cm long • Head protected with cover for safety • 5 pieces packed in a plastic bag/pouch 	1 pack
Shaving brush	<ul style="list-style-type: none"> • Re-useable • medium duty plastic handle • high quality synthetic bristles • Handle Length: 2.5", Width: 1.25" • Total Height: 4.5" • Handle Length: 2 1/2" • Handle Width: 1 1/8" • Total Height: 4 1/2" • Weight: .5 lbs. • Handle Length: 2 1/2" • Handle Width: 1 1/8" • Total Height: 4 1/2" • Weight: .5 lbs. 	1
Shaving cream	<ul style="list-style-type: none"> • For all skin types • Hypoallergenic • 60ml tube • Expiration date at least 12 months from date of delivery 	1

Petroleum baby ointment	<ul style="list-style-type: none"> • Size: 100ml jar • 100% pure petroleum jelly; blend of mineral oils and waxes 	1
Sponge		1
Laundry Detergent/Washing Powder	<ul style="list-style-type: none"> • Each bag 2kgs • Product must be fit for human utilization and be of sound, fair and marketable quality • Solubility 99% minimum • Possible additives: softener, anti-redisposition, opticazurant, flavoring, enzymes • Suitable for hand washing, color washing and white colorcloths washing together • Anti-allergic • Certified: ISO 9001 or TSE 	1

PROJECT TITLE : LY22-086		
Item No. : 11		
Item Description : Individual Hygiene Kit (migrants)		
Manufacturer : _____		
Origin : _____		
Model : _____		
Cat./Page : _____		
PURCHASER'S SPECIFICATIONS		BIDDER'S SPECIFICATIONS
B. Migrant Hygiene Kit (Female)		
Item	Description	Qty/Kit
Bucket, 8– 10 L	<ul style="list-style-type: none"> • Heavy duty plastic bucket with lid and handle • Capacity 20 L • Material: HDPE • Handle: plastic to ensure each carrying. • The bucket is supplied with lid that should be able to close tight but easy to open and close 	1
Comb (Hair)	<ul style="list-style-type: none"> • Material: Plastic • Features: Strong • Size: 13-15 medium teeth • Hand held 	1
Nail Clipper	<ul style="list-style-type: none"> • Size: Big with miniature file • Material: Stainless steel, no rust • Length: 8cm minimum 	1
Toothbrush (Adult)	<ul style="list-style-type: none"> • Minimum length 150mm • Medium bristle 	1
Towel Small	<ul style="list-style-type: none"> • Material 100% cotton • 30 X 70cm minimum • Pastel/Dark colours– not white • Cannot easily pull fibers by hand • 450 gram per sqm minimum 	1
Towel Large	<ul style="list-style-type: none"> • Material 100% cotton • 80X 100cm minimum • Pastel/Dark colours– not white • Cannot easily pull fibers by hand • 450 gram per sqm minimum 	1
Toothpaste (Adult)	<ul style="list-style-type: none"> • Calcium + fluoride only • 150ml tube with screw cap • Expiration date at least 12 months from date of delivery 	1
Soap	<ul style="list-style-type: none"> • Sensitive antibacterial body soap with natural fragrance • Made from vegetable or animal fat (no pork fat). • Non perfumed. • Hypoallergenic • NaOH content: maximum 0.3% • NaCl content: maximum 0.5% • 250grm wrapped bar • Expiration date at least 12 months from date of delivery 	1
Shampoo	<ul style="list-style-type: none"> • General use moisturizing shampoo, not harmful to humans, in particular not irritating to the eyes • Easy-lathering shampoo formulated for normal hair, to clean hair and scalp • Product must be fit for human utilization and must be of sound, fair and marketable quality • PH: 6– 8 • Packaging: Supplied in an unbreakable bottle, with clear markings. 	1

	<ul style="list-style-type: none"> • Minimum 400 ml • Registered trademark 	
Sanitary Pads	<p>Description: disposable sanitary napkins</p> <p>Size</p> <p>Length: 200 + 20mm</p> <p>Width: 60 to 75mm</p> <p>Thickness: 15 + 2mm</p> <p>Color: White only</p> <p>Top Sheet: non woven</p> <p>Pad Type: Regular</p> <p>Absorbency: 50ml</p> <p>Qty/pack: 10</p> <p>Type: Wings and Gel</p> <p>Weight: 6-8g</p>	1 pack
Wet Wipes	<ul style="list-style-type: none"> • Material: paper • Color: white • Scent: fresh • Suitable for sensitive skin use • Count/pack: 80 	1
Petroleum baby ointment	<ul style="list-style-type: none"> • Size: 100ml jar • 100% pure petroleum jelly; blend of mineral oils and waxes 	1
Sponge		1
Laundry Detergent/Washing Powder	<ul style="list-style-type: none"> • Each bag 2kgs • Product must be fit for human utilization and be of sound, fair and marketable quality • Solubility 99% minimum • Possible additives: softener, anti-redisposition, optic azurant, flavoring, enzymes • Suitable for hand washing, color washing and white color cloths washing together • Anti-allergic • Certified: ISO 9001 or TSE 	1

PROJECT TITLE : LY22-086		
Item No : 9		
Item Description : Individual Hygiene Kit (migrants)		
Manufacturer : _____		
Origin : _____		
Model : _____		
Cat./Page : _____		
PURCHASER'S SPECIFICATIONS		BIDDER'S SPECIFICATIONS
B. Migrant Hygiene Kit (Child 0-5 years)		
Item	Description	Qty/Kit
Bucket, 8– 10 L	<ul style="list-style-type: none"> • Heavy duty plastic bucket with lid and handle • Capacity 20 L • Material: HDPE • Handle: plastic to ensure each carrying. • The bucket is supplied with lid that should be able to close tight but easy to open and close 	1
Comb (Hair)	<ul style="list-style-type: none"> • Material: Plastic • Features: Strong • Size: 13-15 medium teeth • Hand held 	1
Nail Clipper	<ul style="list-style-type: none"> • Size: Big with miniature file • Material: Stainless steel, no rust • Length: 8cm minimum 	1
Toothbrush (kids)	<ul style="list-style-type: none"> • Minimum length 120mm • Soft bristle 	1
Towel Large	<ul style="list-style-type: none"> • Material 100% cotton • 80X 100cm minimum • Pastel/Dark colours– not white • Cannot easily pull fibers by hand • 450 gram per sqm minimum 	1
Toothpaste (child)	<ul style="list-style-type: none"> • Calcium + fluoride only • 150ml tube with screw cap • Expiration date at least 12 months from date of delivery 	1
Soap	<ul style="list-style-type: none"> • Sensitive antibacterial body soap with natural fragrance • Made from vegetable or animal fat (no pork fat). • Non perfumed. • Hypoallergenic • NaOH content: maximum 0.3% • NaCl content: maximum 0.5% • 250grm wrapped bar • Expiration date at least 12 months from date of delivery 	1
Shampoo Kids	<ul style="list-style-type: none"> • General use moisturizing shampoo, not harmful to humans, in particular not irritating to the eyes 9• Easy-lathering shampoo formulated for normal hair, to clean hair and scalp • Product must be fit for human utilization and must be of sound, fair and marketable quality • PH: 6– 8 • Packaging: Supplied in an unbreakable bottle, with clear markings. • Minimum 400 ml 	1

	Registered trademark	
Reusable Baby Diapers	<ul style="list-style-type: none"> • Outer layer: polyester with waterproof and breathable TPU liner • Inner layer: suede • Insert: 3-layer microfiber inserts. Insert dimension 13.7" x 9.5" • Suitable for babies and toddlers 3kg-15kg (6.6 - 33 pounds) Length of Diaper: 16" in length • X • • 	1 pack
Wet Wipes	<ul style="list-style-type: none"> • Material: paper • Color: white • Scent: fresh • Suitable for sensitive skin use • Count/pack: 80 	1
Petroleum baby ointment	<ul style="list-style-type: none"> • Size: 100ml jar • 100% pure petroleum jelly; blend of mineral oils and waxes 	1
Sponge		1

Supplier's authorized signature over printed name



VENDOR INFORMATION SHEET

Vendor No. _____
Internal to IOM

Registered Vendor Name*: _____

Other Names/Acronyms _____

Address* _____

House No _____
Street Name _____
ZIP/Postal Code* _____
City* _____
Region* _____
Country* _____

Contact Information
Company Tel/Mobile: _____ Contact Person: _____
Company Email: _____ Contact Person Position: _____
Company Website: _____

Industry Category*:
0100 - Commercial Vendors
0200 - National CSOs
0300 - National Government Entities
0400 - International CSOs
0500 - International Organizations - Non-UN
0600 - UN entities
0005 - Individual Consultant/Non-Staff

Business Type*:
Direct Producer/Manufacturing
Reseller/Distributor/Service Provider

Provide Services/Goods Internationally* Yes No
Disability-inclusive* Yes Not applicable
Women-owned/controlled* At least 51% women-owned/controlled
Less than 51% women-owned/controlled
Not applicable

Notes
All fields marked with * are mandatory. The form may be returned if mandatory fields are missing/incorrect or in the wrong format (esp. Zipcode).
Vendor Name - should match IDs or registration documents.
If there is insufficient space, please use the Other information section

Product Categories (check all applicable)*
Agriculture, Livestock and Fisheries
Chemicals
Clothing and Luggage
Construction
Consultancy and Contracted Services
Finance and Administration
Food and Beverage
Fuels and Derivatives
Furniture
Hospitality, Events
Insurances
IT and Communications
Land and Buildings
Learning, Training and Recreation
Legal and Investigation
Logistics and Warehousing
Media and Printing
Medical, Drugs and Pharma
NFIs - Household and Camps
Office Equipment and Supply
Personal Care
Power Supply and Electric
Quality Control and Environment
Security
Social and Humanitarian Services
Tickets
Tools and Machinery
Vehicles and Accessories

UNGM No. _____
UN Partner Portal Reference _____
Registration Date _____
https://www.ungm.org/UNUser/Home
https://www.unpartnerportal.org
Main Country of Operations (dd-mmm-yyyy)
Licensing Auth./Type _____ License No.: _____ Reg. Date: _____ Expiry Date: _____
For additional licenses, please use the Other Information Section dd-mmm-yyyy dd-mmm-yyyy

Partner Entities (indicate if there are other relevant business partner accounts already registered in IOM. Format: Account Number-Name)

Same entity registered in another office _____
Parent company _____
Subsidiaries/Branches _____

Other Information:



VENDOR INFORMATION SHEET

Section II: Payment and Banking Information

Payment Details

Payment Method* Bank Transfer Check** Cash** Others** _____

Justification for Non-Bank Payment Method** _____

Notes

Payment currency of the vendor MUST be clearly marked in order to avoid additional bank charges and/or delay in payments.
Non-bank payment methods require justification.

Bank Details (mandatory if Payment Method is via Bank Transfer):

Bank Name _____

Bldg and Street _____

City _____

Postal Code _____

Country _____

Bank Account Name _____

Bank Keys _____

Account Currency _____

Bank Account No. _____

*Depending on the country _____

Swift Code/BIC (accounts outside U.S.A.) _____

IBAN Number (mandatory for banks in Europe) _____

Clearing No. (CHF accounts in Switzerland) _____

ABA No. for ACH (USD accounts in U.S.A.) _____

Bank Branch Code _____

Notes

If there are multiple bank accounts, please add an extra sheet, and mark the default bank account.

If awarded, please submit ID/Registration, signed IOM Supplier Code of Conduct and Proof of Banking Details to IOM

I hereby certify that the information above are true and correct. I am also authorizing IOM to validate all claims with concerned authorities.

Printed Name

Signature

Position/Title

Date

1. Agreement

This Purchase Order (PO) becomes the exclusive agreement between IOM and Supplier for the goods, subject to the Standard Terms and Conditions contained herein. Any of the following shall constitute Supplier's unqualified acceptance of this PO: (a) acknowledgement of this PO; (b) furnishing of any goods under this PO; or (c) acceptance of any payment. Additional or different terms and conditions proposed by Supplier shall be void and of no effect unless accepted in writing by IOM. Until so accepted, IOM reserves the right to return goods, at Supplier's expense. In the event of a conflict between the Supplier's terms of acceptance and the PO Terms and Conditions, the PO Terms and Conditions shall govern unless IOM agrees in writing to the Supplier's proposed terms. In the event of a conflict between the terms of Annex(es) to the PO and the PO Terms and Conditions, the PO Terms and Conditions shall prevail.

2. PO Identification

The PO number must appear on all invoices, bills of lading, packing slips, cartons, and correspondence.

3. Delivery

Delivery must be completed within the delivery schedule stated on this PO. Otherwise, IOM reserves the right to (a) cancel this PO without liability and to charge Supplier with any loss incurred as a result of Supplier's failure to make the delivery within the delivery schedule specified; or (b) charge a penalty of [0.1%] of the total price for every day of breach of the delivery schedule by the Supplier.

4. Payment

Supplier shall invoice IOM upon delivery of the goods and payment shall be made within the stated period after receipt of the invoice. Payment shall be made to the Supplier as stated in the "Terms of Payment" of the Purchase Order.

5. Adjustments

IOM reserves the right to change at any time the quantity, packaging, unit size, place and/or time of delivery. Supplier agrees to proceed with this PO in accordance with any such change(s) and to submit a claim request for an equitable adjustment in the PO price or delivery term caused by such change(s). IOM may deem any claim by Supplier for equitable adjustments under this clause waived unless asserted in writing within 10 days from receipt by Supplier of IOM's change(s). No change in, modification of, or revision to this PO shall be valid unless in writing and signed by an authorized representative of IOM.

6. Packaging

Supplier must provide proper and adequate packaging in accordance with best commercial practice, to ensure that the material being shipped to IOM will be free of damage. Packaging must be adequate to allow for rough handling during transit, exposure to extreme temperatures, salt and precipitation during transit and open storage, with consideration for the type of Goods and transportation mode. IOM reserves the right to reject any shipment that is deemed not to have been packaged adequately.

7. Inspection and Acceptance

a) IOM or its representative shall have the right to inspect and/or test the goods at no extra cost to IOM at the premises of the Supplier, at the point of delivery or at the final destination. The Supplier shall facilitate such inspections and provide required assistance.

b) IOM shall have 30 calendar days after proper receipt of the goods purchased to inspect them and either accept or reject them as non-conforming with this PO. Based on an inspection of a valid sample, IOM may reject the entire delivery. IOM may also charge the cost of inspecting rejected goods to Supplier. All rejected goods will be returned to Supplier, transportation charges collect, or held by IOM for disposition at Supplier's risk and expense. Supplier agrees that IOM's payment under this PO shall not be deemed acceptance of any goods delivered hereunder. IOM's right to reject the Goods shall not be limited or waived by the Goods having been previously inspected or tested by IOM prior to delivery.

c) The Supplier agrees that any acceptance by IOM does not release the Supplier from any warranty or other obligations under this Contract

d) Title to the goods shall pass when they are delivered and accepted by IOM. Risk of loss, injury, or destruction of the goods shall be borne by Supplier until title passes to IOM.

8. Warranties

8.1 Supplier represents and warrants that:

(a) The goods are conforming to the specifications, drawings, samples, or other descriptions furnished by IOM and are free from defect in material and workmanship. This warranty shall remain valid for twelve (12) months after the Goods have been delivered to and accepted at the final destination. IOM's continued use of such goods after notifying Supplier of their defect or failure to conform will not be considered a waiver of Supplier's warranty.

(b) It has full title to the goods and is a company financially sound and duly licensed, with adequate human resources, equipment, competence, expertise and skills necessary to carry out fully and satisfactorily, within the stipulated completion period, the delivery of the goods in accordance with this PO;

(c) It shall comply with all applicable laws, ordinances, rules and regulations when performing its obligations under this PO;

(d) In all circumstances it shall act in the best interests of IOM;

(e) No official of IOM or any third party has received or will be offered by the Supplier any direct or indirect benefit arising from the PO or award thereof;

(f) It has not misrepresented or concealed any material facts in the procuring of this PO;

(g) The Supplier, its staff or shareholders have not previously been declared by IOM ineligible to be awarded contracts by the IOM;

(h) It will abide by the highest ethical standards in the performance of this Contract, which includes not engaging in any discriminatory or exploitative practice or practice inconsistent with the rights set forth in the Convention on the Rights of the Child;

(i) The prices established hereunder shall not exceed those offered for similar goods to Supplier's other customers;

(j) The remuneration of the Supplier under this PO shall constitute the sole remuneration in connection with this PO. The Supplier shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this PO or the discharge of its obligations thereunder. The Supplier shall ensure that any subcontractors, as well as the personnel and agents of either of them, similarly, shall not receive any such additional remuneration.

8.2 The Supplier further warrants that:

(a) It shall take all appropriate measures to prevent actual, attempted or threatened sexual exploitation or abuse (SEA) by its employees or any other persons engaged and controlled by it to perform any activities under this Agreement. In addition, it shall take all appropriate measures to prohibit its employees or other persons engaged and controlled by it from exchanging any money, goods, or services at their disposal under this Agreement, for sexual favours or activities.

(b) It shall strongly discourage sexual relationships between its employees and IOM beneficiaries, and between any other person engaged and controlled by it to perform activities under this Agreement and IOM beneficiaries.

(c) It shall take all appropriate measures to ensure that its employees or any other persons engaged and controlled by it to perform any activities under this Agreement do not engage in sexual activity with children (persons under the age of 18) regardless of the age of majority or age of consent locally. Mistaken belief regarding the age of a child is not a defence. This prohibition shall not apply where the employee or other person engaged and controlled by it to perform activities under this Agreement is legally married to someone under the age of 18 but over the age of majority or consent in their country of citizenship.

(d) It shall report all and any complaints or concerns regarding possible SEA by its employees, any other persons engaged and controlled by it to perform any activities under this Agreement, or IOM personnel; and it shall take all appropriate measures to ensure that its employees or any other persons engaged and controlled by it to perform any activities under this Agreement shall report to IOM and/or the Supplier any complaints or concerns regarding possible SEA by its employees, any other persons engaged and controlled by it to perform any activities under this Agreement, or IOM personnel

(e) It shall take all necessary measures to investigate allegations or suspicions of SEA and take appropriate corrective action, including disciplinary action, against its employee or any other person engaged and controlled by it to perform any activities under this Agreement who is found to have committed SEA.

(f) Its failure to take preventive measures against SEA, to duly report any complaints or concerns about SEA to IOM, to investigate allegations thereof, or to take corrective action when SEA has occurred, shall constitute grounds for termination of this Agreement.

(g) In the event of subcontracting approved by IOM in accordance with this Agreement, it shall receive a written confirmation from subcontractors that they accept the standards above and shall include them in all subcontracts.

9. Indemnification

The Supplier shall at all times defend, indemnify, and hold harmless IOM, its officers, employees, and agents from and against all losses, costs, damages and expenses (including legal fees and costs), claims, suits, proceedings, demands and liabilities of any kind or nature to the extent arising out of or resulting from acts or omissions of the Supplier or its employees, officers, agents or subcontractors, in the performance of this Contract. IOM shall promptly notify the Supplier of any written claim, loss, or demand for which the Supplier is responsible under this clause. This indemnity shall survive the expiration or termination of this Contract.

10. Termination and Reprourement

(a) IOM may terminate this PO at any time with one week written notice to Supplier. Any monies paid in advance by IOM shall be refunded no later than the date of termination.

(b) If IOM terminates this PO in whole or in part for default on the part of the Supplier, it may acquire elsewhere goods similar to those terminated and Supplier shall be liable for any excess costs to IOM for those goods. Supplier shall not be liable for any excess costs if the failure to perform under this PO arises from causes beyond its control and without fault or negligence of the Supplier.

11. Independent Contractor

The Supplier shall supply goods pursuant to this PO as an independent contractor and not as an employee, partner, or agent of IOM.

12. Audit

The Supplier agrees to maintain records, in accordance with sound and generally accepted accounting procedures, of all direct and indirect costs of whatever nature involving transactions related to the provision of services under this Agreement. The Supplier shall make all such records available to IOM or the IOM's designated representative at all reasonable times until the expiration of seven (7) years after the date of final payment, for inspection, audit, or reproduction for the purpose of verifying services or quantities delivered, or the right of Supplier to any price adjustment or extra charge claimed under this PO. On request, employees of the Supplier shall be available for interview.

13. Settlement of Dispute

Any dispute, controversy or claim arising out of or relating to this PO, or the breach, termination or invalidity thereof shall be settled by negotiation between the Parties. In the event that such negotiation is unsuccessful, either Party may submit the dispute to arbitration. The arbitration will be carried out in accordance with the UNCITRAL Arbitration Rules as at present in force. The arbitral award will be final and binding.

14. Confidentiality

All information which comes into the Supplier's possession or knowledge in connection with this PO is to be treated as strictly confidential. The Supplier should not communicate such information to any third party without the prior written approval of IOM. The Supplier shall comply with IOM Data Protection Principles in the event that it collects, receives, uses, transfers or stores any personal data in the performance of this PO. These obligations shall survive the expiration or termination of this PO.

15. Use of IOM Name

The use of the official logo and name of IOM may only be used by Supplier in connection with this PO and with the prior written approval of IOM.

16. Status of IOM

Nothing in this Agreement affects the privileges and immunities enjoyed by IOM as an intergovernmental organization.

17. Assignment and Subcontracting

The Supplier shall not assign or subcontract the Contract or any work under this Contract in part or all, unless agreed upon in writing in advance by the Organization. Any subcontract entered into by the Supplier without approval in writing by the IOM may be cause for termination of the PO.

18. Waiver

Failure by either Party to insist in any one or more instances on a strict performance of any of the provisions of this PO shall not constitute a waiver or relinquishment of the right to enforce the provisions of this PO in future instances, but this right shall continue and remain in full force and effect.

19. Severability

If any part of this PO is found to be invalid or unenforceable, that part will be severed from this PO and the remainder of the PO shall remain in full force.

Supplier's signature and stamp accepting these terms and conditions:

Date: