

## REQUEST FOR QUOTATION (RFQ)

RFQ Reference: 4200572460

Date: 20 November 2023

### **SECTION 1: REQUEST FOR QUOTATION (RFQ) for Humanitarian infrastructure support to migrants in Alasaa BCP MOI LBG Sector.**

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 (including all required documentation: time frame, list of equipment, list of similar previous experience, list/CVs of technical staffs, Company profile)**

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.

Site Visit: on **29/11/2023 at 11:00AM**. The site visit is mandatory and failure to attend will be ground for disqualification and for any technical queries, please get in touch with Engineers:

- 1- Engr. Tahir Saied ( tsaied@iom.int ) and Ali ABDELMOLA( aabdelmola@iom.int) in his mobile phone number +218 92 6169144

Thank and we look forward to receiving your quotations

IOM Libya Procurement

## SECTION 2: RFQ INSTRUCTIONS AND DATA

|  |   |
|--|---|
| <b>Deadline for the Submission of Quotation</b>          | 05-12-2023, 5pm Libya time (GMT +2)<br>If any doubt exists as to the time zone in which the quotation should be submitted, refer to <a href="http://www.timeanddate.com/worldclock/">http://www.timeanddate.com/worldclock/</a> .   |
| <b>Method of Submission</b>                              | <p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering<br/> <input checked="" type="checkbox"/> Email<br/> <input type="checkbox"/> Courier / Hand delivery<br/> <input type="checkbox"/> Other</p> <p>Bid submission address: <a href="mailto:iomlibyaproposal@iom.int">iomlibyaproposal@iom.int</a></p> <ul style="list-style-type: none"> <li>▪ File Format: <b>PDF</b></li> <li>▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.</li> <li>▪ All files must be free of viruses and not corrupted.</li> <li>▪ Max. File Size per transmission: <b>15MB</b></li> <li>▪ Mandatory subject of email: <b>RFQ 4200572460</b></li> <li>▪ 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”.</li> <li>▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible.</li> <li>▪ The proposer should receive an email acknowledging email receipt.</li> </ul> |
| <b>Cost of preparation of quotation</b>                  | IOM shall not be responsible for any costs associated with a Supplier’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.   |
| <b>Supplier Code of Conduct</b>                          | 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: <a href="http://ungm.org">Supplier Code of Conduct (ungm.org)</a> .  |
| <b>Conflict of Interest</b>                              | 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.  |
| <b>General Conditions of Contract</b>                    | Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the IOM General Conditions of Contract for provision of goods/services/transportation/medical services available at <a href="https://www.iom.int/do-business-us-procurement">https://www.iom.int/do-business-us-procurement</a> .  |
| <b>Eligibility</b>                                       | Bidders shall have the legal capacity to enter into a binding contract with IOM and to deliver in the country, or through an authorized representative.   |
| <b>Currency of Quotation</b>                             | Quotations shall be quoted in USD.  |
| <b>Duties and taxes</b>                                  | <p>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:</p> <p>All prices shall:</p> <p><input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes<br/> <input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>   |
| <b>Language of quotation and documentation including</b> | <b>English</b>  |

|  |   |
|--|---|
| <b>catalogues, instructions and operating manuals</b>                      |   |
| <b>Documents to be submitted</b>   | Bidders shall include the following documents in their quotation:<br><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed<br><input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1<br><input type="checkbox"/> Other <a href="#">Click or tap here to enter text.</a>   |
| <b>Quotation validity period</b>   | Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.  |
| <b>Price variation</b>   | 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.   |
| <b>Partial Quotes</b>  | <input checked="" type="checkbox"/> Not permitted<br><input type="checkbox"/> Permitted <i>(please specify, i.e. by LOTS only or by line item, etc)</i>   |
| <b>Payment Terms</b>   | <input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.<br><input type="checkbox"/> Other <a href="#">Click or tap here to enter text.</a>   |
| <b>Contact Person for correspondence, notifications and clarifications</b> | Focal Person: IOM Libya Procurement<br>E-mail address: <a href="mailto:iomlibyaproposals@iom.int">iomlibyaproposals@iom.int</a><br><b>Attention: Quotations shall not be submitted to this address but to the address for quotation submission above.</b>   |
| <b>Clarifications</b>  | Requests for clarification from bidders will not be accepted any later than 2 days before the submission deadline. Responses to request for clarification will be communicated <a href="mailto:IOMLIBYAPROPOSAL@IOM.INT">IOMLIBYAPROPOSAL@IOM.INT</a> by 17 July 2023   |
| <b>Evaluation method</b>   | <input checked="" type="checkbox"/> The contract will be awarded to the lowest price substantially compliant offer<br><input type="checkbox"/> Other PO   |
| <b>Evaluation criteria</b>   | <input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1<br><input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract<br><input type="checkbox"/> Comprehensiveness of after-sales services<br><input checked="" type="checkbox"/> Earliest Delivery /shortest lead time<br><input type="checkbox"/> Others <i>(for ex, environmental criteria/considerations, etc)</i>  |
| <b>Right not to accept any quotation</b>                                   | IOM is not bound to accept any quotation, nor award a contract or Purchase Order  |
| <b>Right to vary requirement at time of award</b>                          | At the time of award of Contract or Purchase Order, IOM reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum 25% of the total offer, without any change in the unit price or other terms and conditions.   |
| <b>Type of Contract to be awarded</b>                                      | Purchase Order for Services   |
| <b>Expected date for contract award</b>                                    | <b>04 January 2024</b>  |
| <b>Policies and procedures</b>   | This RFQ is conducted in accordance with Policies and Procedures of IOM   |
| <b>UNGM registration</b>   | IOM is encouraging all suppliers to register at the United Nations Global Marketplace (UNGM) website at <a href="http://www.ungm.org">www.ungm.org</a> . 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. |

## ANNEX 1: SCHEDULE OF REQUIREMENTS

### Item description:

| Item No | Minimum technical requirements  | Unit | QTY |
|---------|---|------|-----|
| 1       | Supply & installation of prefab unit of sandwich panels with dimensions (7.00*3.00)m to use as W.C. <a href="#">(Items 1 to 8 of the BoQ)</a> | EA   | 1   |
| 2       | Supply and installation of a completed desalination system with a capacity of 8000 litres / day <a href="#">(Items 9 to 11 of the BoQ)</a> ,- | EA   | 1   |

### Delivery Requirements

| Delivery Requirements  |  |
|--|--|
| <b>Delivery date and time</b>  | Bidder shall deliver the Goods To LBG Tripoli After PO signature.  |
| <b>Delivery Terms (INCOTERMS 2020)</b>                                 | Door to door   |
| <b>Customs clearance (must be linked to INCOTERM)</b>                  | <input checked="" type="checkbox"/> Not applicable<br>Shall be done by:<br><input type="checkbox"/> Name of organisation<br><input type="checkbox"/> Supplier/bidder<br><input type="checkbox"/> Freight Forwarder |
| <b>Exact Address(es) of Delivery Location(s)</b>                       | Tripoli  |
| <b>Distribution of shipping documents (if using freight forwarder)</b> | N/A  |
| <b>Packing Requirements</b>  | N/A  |
| <b>Training on Operations and Maintenance</b>                          | N/A  |
| <b>Warranty Period</b>   | N/A  |
| <b>After-sales service and local service support requirements</b>      | N/A  |
| <b>Preferred Mode of Transport</b>                                     | Land   |
| <b>Other information</b>   |  |

## 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: | Click or tap here to enter text. |                                     |
| RFQ reference:  | RFQ-4200572460                   | Date: Click or tap to enter a date. |

### VENDOR INFORMATION SHEET<sup>1</sup>

Please attach the latest vendor information sheet to be filled in and signed by the vendor

### BIDDER'S DECLARATION OF CONFORMITY<sup>2</sup>

| Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I hereby represent and warrant that neither the Supplier, 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. |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier is financially sound and duly licensed.  |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier 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.   |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier complies with all applicable laws, ordinances, rules and regulations.  |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier will in all circumstances act in the best interests of IOM.  |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, 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 Supplier any direct or indirect benefit arising from the contract.  |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier has not misrepresented or concealed any material facts during the contracting process.   |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier will respect the legal status, privileges and immunities of IOM as an intergovernmental organization.  |

<sup>1</sup> [Vendor Information Sheet.xlsx](#)

<sup>2</sup> This form is mandatory to fill in and sign by every vendor who submits quotation

| Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that neither the Supplier nor any persons having powers of representation, decision-making or control over the Supplier 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 Supplier will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension. |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier 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.  |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that, the Supplier 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.  |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I further represent and warrant that the Supplier undertakes to comply with the Code of Conduct, available at <a href="https://www.unhcr.org/Public/CodeOfConduct">https://www.unhcr.org/Public/CodeOfConduct</a> .  |
| <input type="checkbox"/> | <input type="checkbox"/> | It is the responsibility of the Supplier to inform IOM immediately of any change to the information provided in this Declaration.   |
| <input type="checkbox"/> | <input type="checkbox"/> | On behalf of the Supplier, I certify that I am duly authorized to sign this Declaration and on behalf of the Supplier I agree to abide by the terms of this Declaration for the duration of any contract entered into between the Supplier and IOM.   |
| <input type="checkbox"/> | <input type="checkbox"/> | IOM reserves the right to terminate any contract between IOM and the Supplier, with immediate effect and without liability, in the event of any misrepresentation made by the Supplier in this Declaration.   |

Signature: \_\_\_\_\_

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

### ANNEX 3: TECHNICAL AND FINANCIAL OFFER – SERVICES

Bidders are requested to complete this form, sign it and return it as part of their quotation 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: | Click or tap here to enter text. |                                     |
| RFQ reference:  | 4200572460                       | Date: Click or tap to enter a date. |

#### Technical Offer

Provide the following:

- (Provide full details of sandwich panel unit, type of sanitary fixers (attach details), full detail with catalogue for desalination unit)
- Specification sheet and country of origin
- Previous work experience
- List of company staff and nominated staff for the project.
- List of equipment and company resources.

Note: Bids will be failed if the bidders have not provided full detail specifications

#### Financial Offer

Provide a lump sum for the provision of the services stated in the Terms of Reference of your technical offer. The lump-sum should include all costs of preparing and delivering the Services. All daily rates shall be based on an eight-hour working day. Prices should be entered in the BOQ excel sheet to avoid any miscalculations or formula errors while providing pricing with two decimals only Ex(0.00).

Currency of Quotation: USD

| REF | Description of Deliverables  | Unit | QTY | Unit Price | Total Price |
|-----|--|------|-----|------------|-------------|
| 1   | Supply & installation of prefab unit of sandwich panels with dimensions (7.00*3.00)m to use as W.C for Migran as per BOQ (Items 1 to 8 of the BoQ) | EA   | 1   |            |             |
| 2   | Supply and installation of a completed desalination system with a capacity of 8000 liters / day, As per BOQ (Items 9 to 11 of the BoQ).            | EA   | 1   |            |             |

**Breakdown of Fees**

**Compliance with Requirements**

|                                   | You Responses            |                          |  |
|-----------------------------------|--------------------------|--------------------------|--|
|                                   | Yes, we will comply      | No, we cannot comply     | If you cannot comply, pls. indicate counter proposal |
| Delivery Lead Time                | <input type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text.                     |
| Validity of Quotation             | <input type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text.                     |
| Payment terms                     | <input type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text.                     |
| Other requirements [pls. specify] | <input type="checkbox"/> | <input type="checkbox"/> | Click or tap here to enter text.                     |

|  |   |
|--|---|
| I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.   |   |
| <p><i>Exact name and address of company</i></p> <p>Company Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p> | <p>Authorized Signature:</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p> |



**BOQ- Supply and installation of prefab unit (Toilets) for Migrants - Al-Assa**

Date: Oct 15, 2023  
Location: Al-Assa

| Item | Description  | الكمية Qty | الوحدة Unit | السعر Unit Price (USD) | المبلغ الاجمالي Total Price (USD) | الوصف  |
|------|--|------------|-------------|------------------------|-----------------------------------|--|
| ***  | <b>Installation of W/C Units</b>   |            |             |                        |                                   | <b>توريد وتركيب دورات مياه</b>   |
| 1    | <p>Supply &amp; installation of prefab unit of sandwich panels with dimensions (7.00*3.00)m to use as W.C for Migrant the work includes:</p> <ul style="list-style-type: none"> <li>• Connection to water &amp; sewage systems, the work includes excavation, install water &amp; sewage pipes, backfilling, pouring concrete and manholes.</li> <li>• Supply and installation of (6) latrines &amp; (6) bidets.</li> <li>• Supply and installation of (6) shower sets &amp; (4) washbasin including water mixers &amp; all necessary accessories.</li> <li>• Supply and installation of (4) boilers (50L- capacity).</li> <li>• Supply and installation of (6) ventilation fan (20*20)cm.</li> <li>• Supply and Installation of (6) PVC doors (2.00&amp;0.80)cm.</li> <li>• Supply and Installation of (2) PVC windows (1.00&amp;0.80)cm.</li> <li>• Supply and Installation of (2) PVC doors (2.00&amp;1.00)cm.</li> <li>• Supply and installation of grilles security for windows &amp; main door.</li> <li>• Coating the steel structure by anti-corrosion paint (epoxy).</li> <li>• Using a 4mm thick fiber to cover &amp; protect the floor of the unit, the work includes smoothing the surface &amp; all necessary activities for finishing.</li> <li>• Implement a concrete staircase with one-meter width for entries of prefab units, the work includes installation marble for stairs.</li> <li>• The main H beam of foundation should be 20cm.</li> </ul> | L.S        | 3           |                        |                                   | <p>توريد وتركيب مبنى جاهز (الواح الساندوتش) بأبعاد (3.00*7.00) م لزوم دورات المياه لرجال والنساء (المهاجرين) والعمل يشمل :-<br/>         - الربط بمصدر المياه والصرف الصحي والعمل يشمل الحفر وتمديد الانابيب اللازمة واعمال الزمد وصب الخرسانة وغرف التنقيش اذا لزم الامر.<br/>         - توريد وتركيب مراحيض وشمطقات (كروم) بعقد (6) .<br/>         - توريد وتركيب (6) خلاط استعمال (كروم) و(4) أحواض غسل ايدي شامل خلاط المياه (كروم) والسيون وكل الاكسسوارات.<br/>         - توريد وتركيب سخانة مياه سعة 50 لتر بعقد (4) .<br/>         - توريد وتركيب مراوح شفط مقاس (20*20)سم بعقد (6).<br/>         - توريد وتركيب ابواب من PVC داخلية مقاس (2.0*0.80) م بعقد (6) .<br/>         - توريد وتركيب نوافذ من PVC مقاس ( 1.0 *0.80 ) م بعقد ( 2 ) .<br/>         - توريد وتركيب باب من PVC خارجية مقاس (2.0*1.0) م بعقد ( 2 )<br/>         -توريد وتركيب حديد حماية للنوافذ والابواب والعمل يشمل طلاء مقوم للصداء<br/>         طلاء الهيكل الحديدي لمبنى بالابوكسي المقوم للصداء.<br/>         - استخدام طبقة من الفايبر بسبك 4م من اجل تغطية وحماية سطح وارضية المبنى والعمل يشمل تنعيم السطح والتنشطيب الجيد وكل ما يلزم الامر.<br/>         - تنفيذ سلم من الخرسانة بعرض متر واحد لزوم المداخل والعمل يشمل تركيب الرخام لزوم الدرج<br/>         البيتريلي الرئيسي الخاص بقاعدة المبنى يجب ان لا يقل ارتفاعها عن 20سم</p> |
| 2    | Pouring an R-concrete with dimension of (20*40*300) cm to use as foundation for prefab.  | EA         | 6           |                        |                                   | توريد وصب خرسانة مسلحة لزوم قواعد الوحدات الجاهزة بأبعاد (300*40*20) سم.   |
| 3    | Connecting toilets to water source, the work includes:<br>- Supply and installation of PPR pipes with a diameter of 3/4 ", including valves & accessories, and all needs to finish the work>   | L.S        | 3           |                        |                                   | ربط دورات المياه بمصدر تزويد المياه والعمل يشمل :<br>-توريد وتركيب مواسير بي بي آر بقطر " 3/4 " شملا الكيعان والصممت وكل ما يلزم لانهاء العمل.   |
| 4    | Supply and install of P.V.C sewage pipes with 4-inch diameter to connect prefab with sewage system the work includes, all necessary accessories as manholes, excavation, backfilling, pouring concrete & install manholes.   | L.S        | 2           |                        |                                   | توريد وتركيب مواسير من U.P.V.C قطر 4 بوصة لزوم مسار انابيب الصرف الصحي وربطها بمنظومة المجاري والعمل يشمل غرف التنقيش اللازمة واعمال الحفر والردم والمواد اللاصقة وجميع القطع الخاصة من الكيعان والمشتركات ونقل المخلفات الى المقالب العمومية.   |
| 5    | Connect the prefab units with the electric network by using cable of (2*10) mm, the work includes:<br>- Extend cable through PVC pipe.<br>- Supply and installation of a main switch box.  | L.S        | 3           |                        |                                   | ربط دورات المياه بشبكة الكهربائية باستخدام كابل (10*2) مم والعمل يشمل:<br>- تمديد الكابلات خلال الانابيب البلاستيكية PVC مع شريط التنبيه.<br>- توريد وتركيب صندوق مفاتيح رئيسي خاص بهذه المرافق.   |
| 6    | Supply and installation of water tank with a capacity of 1000L, the work includes installation of automatic floater to control the water level and water pump to provide water for W\C unit.   | EA         | 2           |                        |                                   | عقد توريد وتركيب خزان من الي بي سي سعة 1000لتر شامل العوامة الكهربائية وتوريد مضخة لضخ المياه للحمامات .   |
| 7    | Implementing an axis between the migrant cells and W/C unit. The work includes making a hole in the wall to use as a door, building walls, and installing a steel network for the roof.  | L.S        | 2           |                        |                                   | يد ممر يربط بين خلايا المهاجرين بالحمامات ، والعمل يشمل عمل فتحة في الحائط لتستخدم كباب مع وبناء حوائط وتركيب حديد حماية للسقف.  |

**BOQ- Supply and installation of prefab unit (Toilets) for Migrants - Al-Assa**

Date: Oct 15, 2023

Location: Al-Assa

| Item | Description  | الكمية Qty | الوحدة Unit | السعر Unit Price (USD) | المبلغ الاجمالي Total Price (USD) | الوصف   |
|------|--|------------|-------------|------------------------|-----------------------------------|---|
| 8    | Excavation and pouring concrete with a thickness of 10 cm for an underground water tank (circular) with a capacity of 12,000 liters, the work includes pouring the floor, slab and installing a steel cover for maintenance.   | LS         | 1           |                        |                                   | فخر وصب خرسانة لزوم خزان أرضي (فورمات سمك 10 سم ) بسعة 2,000 لتر والعمل يشمل صب الارضية والسقف وتركيب غطاء لزوم الصيانة.  |
| ***  | <b>desalination system</b>   |            |             |                        |                                   | <b>منظومة تحلية مياه</b>  |
| 9    | Supply and installation of a completed desalination system with a capacity of 8000 liters / day, the work includes:<br>-Supply of two water tanks with a capacity of 1000 liters for each, and install them on a steel platform (1 meter high).<br>-Connecting the system to water and electricity system.<br>_ supply 2 water pumps of 1 HP power.<br>-Warranty for 6 months.<br>All work should be implemented according to the specification and instructions approved by IOM engineer. | LS         | 2           |                        |                                   | توريد وتركيب نظام تنقية بسعة 8000 لتر / يوم ، العمل يشمل :-<br>- توريد وتركيب خزانين مياه بسعة 1000 لتر لكل منهما وتثبيت كل منهما على منضبة بأرتفاع 1.00 م.<br>- ربط المنظومة بشبكتي المياه والكهرباء .<br>توريد وتركيب عدد 2 مضخة بقوة 1 حصان لزوم ضخ المياه من الى المنظومة.<br>- ضمان لمدة 6 شهور.<br>يتم توريد العيادات بناء على اعتماد مهندسي الاشراف.   |
| 10   | Supply and installation of a canopy (Arc Corrugated) with dimensions (L=2.50m, W=3.00m, H=2.80m) to protect the desalination system, the work as following:<br>-The walls should be (steel wire mesh) and covering by polycarbonate sheet.<br>-Implementation of main columns & sub columns.<br>-Install steel door for operation and maintenance.<br>Implementation of a concrete floor with dimensions (L=3.00m, W=3.50m, Thick=15cm) for the floor of the room.                         | LS         | 1           |                        |                                   | ريد وتركيب مظلة نوع القوس بأبعاد (L=2.50m, W=3.00m, H=2.80m) لحماية المنظومة ، والعمل يشمل:<br>تنفيذ حوائط من الحديد المشبك مع تغليف الحوائط بالواح من البولي كربونيت.<br>تنفيذ الاعمدة والفرعية واباب من الحديد لزوم التشغيل والصيانة.<br>-تنفيذ اعمال الطلاء لجميع العناصر.<br>تنفيذ ارضية خرسانية بأبعاد (L=3.00m, W=3.50m, Thick=15cm)لوزم ارضية الحجرية. |
| 11   | Implementation of a basin with a width of 2 m for drinking taps, the work includes installing ceramics, four taps, connection to the desalination system, and drainage water to the sewage system.   | LS         | 2           |                        |                                   | تنفيذ حوض يعرض لزوم حنفيات اليريب والعمل يشمل تركيب السراميك والربط بمنظومة التحلية و تصريف المياه الى شبكة صرف الصحي وتركيب اربع حنفيات.   |

**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 or specified 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:**



## 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\*:**

|   |  |
|---|--|
| <input type="checkbox"/> 0100 - Commercial Vendors<br><input type="checkbox"/> 0200 - National CSOs<br><input type="checkbox"/> 0300 - National Government Entities<br><input type="checkbox"/> 0400 - International CSOs | <input type="checkbox"/> 0500 - International Organizations - Non-UN<br><input type="checkbox"/> 0600 - UN entities<br><input type="checkbox"/> 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)\***

|  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> Agriculture, Livestock and Fisheries<br><input type="checkbox"/> Chemicals<br><input type="checkbox"/> Clothing and Luggage<br><input type="checkbox"/> Construction<br><input type="checkbox"/> Consultancy and Contracted Services<br><input type="checkbox"/> Finance and Administration<br><input type="checkbox"/> Food and Beverage | <input type="checkbox"/> Fuels and Derivatives<br><input type="checkbox"/> Furniture<br><input type="checkbox"/> Hospitality, Events<br><input type="checkbox"/> Insurances<br><input type="checkbox"/> IT and Communications<br><input type="checkbox"/> Land and Buildings<br><input type="checkbox"/> Learning, Training and Recreation | <input type="checkbox"/> Legal and Investigation<br><input type="checkbox"/> Logistics and Warehousing<br><input type="checkbox"/> Media and Printing<br><input type="checkbox"/> Medical, Drugs and Pharma<br><input type="checkbox"/> NFIs – Household and Camps<br><input type="checkbox"/> Office Equipment and Supply<br><input type="checkbox"/> Personal Care | <input type="checkbox"/> Power Supply and Electric<br><input type="checkbox"/> Quality Control and Environment<br><input type="checkbox"/> Security<br><input type="checkbox"/> Social and Humanitarian Services<br><input type="checkbox"/> Tickets<br><input type="checkbox"/> Tools and Machinery<br><input type="checkbox"/> Vehicles and Accessories |
|--|--|--|---|

**UNGM No.** \_\_\_\_\_ <https://www.ungm.org/UNUser/Home>  
**UN Partner Portal Reference** \_\_\_\_\_ <https://www.unpartnerportal.org>  
**Registration Date** \_\_\_\_\_ *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