

**UNHCR**United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

DATE: 18 JANUARY 2021

REQUEST FOR QUOTATION: No. RFQ/HCR/ROK/2021/005

SUPPLY AND DELIVERY OF MEDICINE TO UNHCR REPRESENTATION OFFICE IN KHARTOUM-
SUDAN

QUOTATION TO BE RECEIVED BY: 21 JANUARY 2021 -17:00HRS SUDAN STANDARD TIME

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly requests your price quotation of **Supply and delivery of Medicine** as specified in the **Annex A** below as part of this Request for Quotation (RFQ) and attached **Annex B-Medicine Specification**.

1. REQUIREMENTS

Please include the following price information in your quotation (without VAT).

Annex A: Financial Offer

Item	Quantity Required	Unit Price (USD)	Total Amount (USD)
Glucose/Dextrose 10% (hypertonic)	20		
Glucose/Dextrose 5% (isotonic)	20		
Glucose/Dextrose 50% (hypertonic)	10		
Ringer Lactate/ compound sodium lactate solution	20		
Sodium chloride (NaCl) 0.9% =physiological saline	30		
Water for injection	100		
Water for injection	20		
Water for injection	20		
Atropine	5		
Ceftriaxone	10		
Cloxacillin	10		
Ciprofloxacin	5		
Dexamethasone	10		
Diclofenac	100		
Paracetamol	10		
Enoxoparin	2		
Epinephrine =Adrenaline	5		
Furosemide= Frusemide	5		
Heparin sodium	1		
Hydrocortisone	10		
Insulin injection (soluble) (e.g. Actrapid®, Velosulin®) HUMAN	1		
Metoclopramide	10		
Metronidazole	5		
Pantoprazole	5		
Salbutamol	5		
Artemether	10		
Artemether+ Lumefantrine adult	240		

For further information on UNHCR, please see <http://www.unhcr.org>

Polyvidone/Povidone Iodine (e.g. Betadine®)	5		
Acetylsalicylic acid (ASA)=Aspirin	500		
Acetylsalicylic acid (ASA)=Aspirin	100		
Amoxicillin	300		
Amoxicillin + Clavulanic acid	300		
Ascorbic acid =Vitamin C	1000		
Pulmocort solution	10		
Ipratropium Bromide Solution	10		
Cefixime	100		
Ciprofloxacin	100		
Clopidogrel	10		
Cloxacillin	100		
Doxycycline	500		
Dexamethasone	100		
Ergocalciferol = vit D2	500		
Folic acid (folate) = Vitamine B9	500		
Ibuprofen	500		
Isosorbide dinitrate	2		
Loperamide	50		
Metronidazole	150		
Omeprazole	150		
Oral Rehydration Salt (ORS) WHO formulation	100		
Paracetamol	1000		
Prednisolone	100		
Salbutamol inhaler CFC free	5		
Salbutamol solution	1		
Zinc sulfate	1000		
Normal saline 0.9% 500Mls	10		
Dextrise 50%	2		
Hydocorysone 100mg Injection	5		
Adrenaline 1mg	2		
Antihistamine injection 1 mg	2		
Spirit 5 litres	1		
Total cost (USD) Kindly State:			

- Unit cost:
- Additional fees if any (please specify)
- Delivery Lead Time
- Offer Validity Period

For Goods:

- Delivery Point: To be delivered in UNHCR Office in **Khartoum**
- Name of Vendor.....
- Address/Telephone No:
- Contact Person:
- Delivery time in days:
- Total Amount in Words
- Date:

For further information on UNHCR, please see <http://www.unhcr.org>

- Signature:

2. RFQ DOCUMENTS-ANNEXES.

The following annexes form an integral part of this Request for Quotation

Annex A: Financial Offer Form

Annex B: Medicine Specification

Annex C: Vendor Registration Form

Annex D: UNHCR General Conditions of Contracts for the Provision of Goods and Services - July 2018

Annex E: UN Supplier code of conduct

Please note that UNHCR has tax and duty exemption status.

BID VALIDITY: You are requested to hold your offer valid for 90 days from the deadline for submission. UNHCR will make its best effort to select a firm within this period.

PAYMENT: Payment will be made within 30 days of receipt in UNHCR, Gedaref field office of complete documents in good order after satisfactory delivery of goods/services. UNHCR does not undertake to pay by letters of credit or in advance of delivery.

CURRENCY OF PAYMENT: Payment will be made in the currency in which the purchase order is issued USD Only

IMPORTANT: UNHCR can only facilitate payments through the local banks and not banks outside Sudan and therefore the current market condition must be factored in before submitting your quote

Vendor Registration Form: If your company is not registered with UNHCR you should complete, sign and submit with your technical proposal the Vendor Registration Form (**Annex C**).

Please note that these terms and conditions (**attached with this RFQ**) will be strictly adhered to for the purpose of any future contract.

YOUR OFFER

Your Offer shall be prepared in English.

Please submit your offer using the submission template provided. It should conform to the requirements and contain all information required. The offers not conforming to the requested format will not be taken into consideration for evaluation.

3. RFQ Submission

We would appreciate receiving your quotation on or before **21 January 2021, 17:00 HRS Sudan Standard Time** by return only to email: sudkh-su@unhcr.org.

Please be aware of the fact that the e-mail policy employed by UNHCR limits the size of attachments to a maximum of **[8 Mb]** so it may be necessary to send more than one e-mail for the whole submission.

Please indicate in the e-mail subject field:

- RFQ Number: **RFQ/HCR/ROK/2021/005**
- Name of your firm:
- Number of e-mails that are sent (example: 1/2, 2/2)

Bids received after the deadline for submission of bids and bids transmitted in any other manner than those indicated above may not be considered.

Information provided by the bidder will constitute the basis for eventual purchase order(s).

UNHCR may, at its discretion, extend the deadline for the submission of proposals, by notifying all prospective suppliers in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by UNHCR at its own initiative or in response to a clarification requested by a prospective supplier.

Your quotation must be valid at least for **[90] days**. The standard payment terms of UNHCR is net 30 days upon satisfactory delivery of goods or services and acceptance thereof by UNHCR.

Please find attached in (**Annex C**) the UNHCR's General Conditions of Contracts for the Provision of Goods and/or Services- Rev July 2018. You must clearly indicate in your quotation if you accept them.

For further information on UNHCR, please see <http://www.unhcr.org>

Thank you for your kind attention.

Yurii Husakov
Associate Supply Officer
UNHCR Representation Office in Khartoum



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