

## Q&A

### FOR THE ESTABLISHMENT OF FRAME AGREEMENTS FOR THE SUPPLY OF HYGIENE MATERIALS

ITB/SOADEN/001/22

Question	Answer
<p>Just wanted to ask is attached published Bid is for local suppliers only or can outside Yemen companies submit their best offer also?</p>	<p>As highlighted in “Eligibility Criteria” of the ITB Cover Letter, bidders are expected to meet local registration requirement certifying their core business activity in the supply of hygiene materials.</p> <p>Therefore, a multi-national company with registered branch in Aden – Yemen can submit their bid.</p>
<p>We have some inquiries about the bid:</p> <p>For sanitary pads, a Disposable female sanitary napkin (Menstrual Hygiene Pad): Daily use version. like Sofy, or sanitary pads that are used more than once and are washed? Regarding the package, 8 to 12 pads in each intensity are mentioned. He did not say how many are in each carton (HYGIENE KIT)</p> <p>For the item, the weight of the body soap is from 75 to 90 grams, and the quantity in each carton (HYGIENE KIT) is not specified</p> <p>As for the last category, washing powder weighing 1 kg, the mentioned size is 100 or 200 grams, so each bag means 10 bags of 100 grams or The number of bags weighing 200 grams Can the supplier put one bag weighing 1 kg and how much will it be in each carton (HYGIENE KIT)</p> <p>All requirements are placed in an outer carton, but the carton price category is not added in the price form.</p> <p>As for the packaging inside the cartons, is it in the supplier’s stores and then delivered to the organization’s stores, or is the packaging and packaging done in the affiliate stores</p> <p>What is your preferred supply period for each batch</p>	<ol style="list-style-type: none"><li>1) We wish to draw your attention that both Annex A for Technical Specifications and Annex B for Technical Offer Form have been amended and posted online for use of bidders, so UNHCR confirms the need for “Disposable Sanitary Napkins” and not the Reusable cloth type. We also wish to clarify that packaging is meant to be separate for each item, so 3 items should not be combined in one carton or in form of Kit.</li><li>2) Please note that ITB and relevant annexes quantify the requirement for each item in “Pieces/Packs” and not Cartons. Therefore, bidders may wish to provide any suitable packaging as specified in Annex A.</li><li>3) As indicated in the revised Annex A, the requirement for Laundry Soap is represented in packs of 200 grams, while KG is indicated as reference. Therefore, bidders are expected to offer 5 packs of 200 grams for total of 132,000 packs per year.</li><li>4) Kindly note that Packaging is indicated in Annex A so items are required to be supplied in strong 3- ply corrugated cartons to facilitate handling, storage, transport.</li><li>5) The bidder is required to offer DDP cost for goods with proper packaging including delivery to UNHCR specified warehouse.</li><li>6) Please refer to article 2.4.1 para iii for Delivery Capacity also article 2.5.2 which all specify the bi-monthly requirement per item deemed as basis for technical compliance.</li></ol>

Question	Answer
<p>You have mention disposal sanitary pads requirement, but in the description of the technical sheet, They have mention about Fleece and microfiber, which is used in washable sanitary pads.</p> <p>Please check and clarify, this tender has requirement of disposal sanitary pads or Washable sanitary pads?</p>	<p>We wish to draw your attention that both Annex A for Technical Specifications and Annex B for Technical Offer Form have been amended and posted online for use of bidders, so UNHCR confirms the need for “Disposable Sanitary Napkins” and not the Reusable cloth type.</p> <p>We wish to clarify that submission deadline of this ITB has been extended to 29/05/2022 – 23:59 hrs Yemen time.</p>
<p>1. In the technical specifications is item 1. Stated as “Disposable Sanitary napkins”, but the specifications are for washable sanitary pads. Please clarify if the description should be Reusable sanitary napkins instead of Disposable sanitary napkins.</p> <p>2. The required quantity per pack of Sanitary pads is stated to be 8 to 12 pads per pack. Is this a correct quantity if washable pads are required? How many Maxi and how many Super maxi pads are required per pack?</p>	<p>1) We wish to draw your attention that both Annex A for Technical Specifications and Annex B for Technical Offer Form have been amended and posted online for use of bidders, so UNHCR confirms the need for “Disposable Sanitary Napkins” and not the Reusable cloth type.</p> <p>2) Kindly note that quantity for each pack of Disposable Sanitary Napkins has been revised to indicate 10 pads per pack. You may also note the 2 types we are expecting (Comfort/cellulose or Air lid/Ultrathin) as specified in the revised Annex A.</p>
<p>1. What is the complete address of the delivery place as we need the same for DAP Transportation charges?</p> <p>2. Whether Tax Exemption Certificate will be provided by UNHCR at the destination country?</p> <p>3. Is it required to attest the Certificate of Origin by Yemen Embassy at Load port Country?</p> <p>4. The items will be delivered as Kit Packing or Bulk Packing? In case of kit the items are not in the multiples of lowest quantity item</p> <p>5. Alternative offer is acceptable?</p>	<p>1. The delivery location is specified in UNHCR’s Cover Letter, article 2.4.2 “Content of the Financial Offer”. We also wish to clarify that bidder shall quote all-inclusive DDP unit price, not DAP.</p> <p>2. Based on the INCOTERM for delivery UNHCR cannot offer tax exemption privileges, so it is bidder’s responsibility to ensure delivery including all tax duties.</p> <p>3. UNHCR does not require Certificate of Origin or any other shipping document against each order. Even if requested by UNHCR for verification purposes, legalization by respective Yemeni Embassy at country of export is not required.</p> <p>4. Items are not required to be delivered in form of kit. Since items are to be delivered separately/individually, packaging of each item is required in strong 3- ply corrugated cartons as specified in Annex A.</p> <p>5. Alternative items other than the ones specified in Annex A are not accepted. Bidders may highlight specifications in Annex B for offered products.</p>
<p>We are very interested in this ITB and would like to participate. And we want to make sure the lot3 Laundry soap is laundry powder?</p>	<p>As mentioned in our ITB Cover Letter “Partial bids are allowed under this tender. Thus, the bids may contain either the offers for one or two or all three items.”</p> <p>Therefore, you may wish to offer only for Lot 3 – Laundry Soap.</p>

Question	Answer
Is our foreign firm able to participate in this tender?	<p>As highlighted in “Eligibility Criteria” of the ITB Cover Letter, bidders are expected to meet local registration requirement certifying their core business activity in the supply of hygiene materials.</p> <p>Therefore, a multi-national company with registered branch in Aden – Yemen can submit their bid.</p>
<p>1. Regarding the submission of samples, is the deadline as same as bid submission date and can we submit photos for some sample?</p> <p>2.Regarding the sizes needed for sanitary Pads, you mentioned that required sizes are small, medium, large, etc. The sizes of this product come in one size as standard, could you please clarify this issue?</p> <p>3.Regarding the laundry soap, you mentioned that the quantity is 1 kg in packet of 200g, do you want to quote prices for a packet of 200g or 1kg and can we provide a bag of 1kg?</p>	<p>1.We confirm that submission deadline for samples is on 29/05/2022 at 15:00 hrs. We do not accept photos for the samples unless you also submit them physically in person to UNHCR.</p> <p>2.With regard to the size, please quote for the product/s you are able to offer sample/s for.</p> <p>3.As indicated in Annex C – Financial Offer Form, you are kindly requested to quote for 200 gram Packs.</p>
Regarding the Submission of a Copy of Bid Security document mentioned in Annex G, can you please give us more information about this issue, such as the amount of bid security and validity?	Please note that there is no requirement for submission of Bid Security in your Technical Offer. Therefore, Annex G has been amended and posted online for use of bidders.