



ANNEX B: TECHNICAL OFFER FORM

INVITATION TO BID: No. ITB/HCR/ROK/2022/002

ESTABLISHMENT OF FRAME AGREEMENT FOR THE SUPPLY AND DELIVERY OF LAUNDARY SOAP BARS (250 GRAMS) TO UNHCR WAREHOUSES IN KHARTOUM, EL OBEID, KOSTI, KASSALA, DAMAZINE, EL FASHER, ED DAEIN, GADAREF, AND NYALA.

Bidder Name:					
Contact name:					
Contact phone number:					
Contact email address:					
Item	Criteria		Submitted	Comments	
1	Company Profile	a. Company registration certificate	YES/NO		
		b. Commercial licenses and documentation required to operate as a provider / distributor in [country].	YES/NO		
		d. Signed UNHCR's General Conditions of Contracts for the Provision of Services – 2018	YES/NO		
		a. Financial statements for the past 2 years	YES/NO		
2	Financial Stability	b. Tax certificate/s	YES/NO		
		c. Audit reports from the past 2 years	YES/NO		
		LAUNDARY SOAP BARS (250 GRAMS)		SAMPLE SUBMITTED	YES/NO
3	Product Related Requirements	Item no	Specifications: Laundry Soap (+/- 5 to 7 % applicable to all parts of the specs.)	YES/NO	
		a) Material Requirements	i. Appearance	Must be fit for human utilization and be of sound, fair and marketable quality, of homogeneous color and aspect, without any disagreeable odors and flavors	YES/NO
			ii. Fat type	From vegetable or animal fat, not containing pork fat	YES/NO
			iii. Fatty acid	Minimum 70 %	YES/NO
			iv. Moisture	Maximum 20 % at time of packing	YES/NO
			v. NaOH content	Maximum 0.3%	YES/NO
			vi. NaCl content	Maximum 0.5 %	YES/NO
		Packing	i. Individual packaging	Bars to be individually packed	YES/NO
			ii. Box size	100 bars of 250g per carton	YES/NO
			iii. Box material	Double-corrugated, multiple plies, good-quality cardboard. Shall withstand pressure during transportation and stockpiling during storage, etc.	YES/NO
	Parcel sealing – Tape on joint of the carton etc.				
Capacity	Delivery capacity	i. Weekly	YES/NO		
		ii. Monthly			
		iii. Annual			

Signature: _____

Name and position: _____

Official Stamp: _____