



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

**ANNEX B: TECHNICAL OFFER FORM**

INVITATION TO BID: No. ITB/HCR/ROK/2021/012

ESTABLISHMENT OF FRAME AGREEMENT FOR THE SUPPLY AND DELIVERY OF WOMEN UNDERWEAR TO UNHCR WAREHOUSES IN KHARTOUM, EL OBEID, KOSTI, KASSALA, DAMAZINE, EL FASHER, ED DAEIN, GADAREF, AND NYALA.

<b>Bidder Name:</b>				
<b>Contact name:</b>				
<b>Contact phone number:</b>				
<b>Contact email address:</b>				
Item	Criteria	Submitted		
1	<b>Company Profile</b>	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	
2	<b>Financial Stability</b>	a. Financial statements for the past 2 years	YES/NO	
		b. Tax certificate/s	YES/NO	
		c. Audit reports from the past 2 years	YES/NO	
		<b>UNDERWEAR FOR WOMEN</b>	<b>SAMPLE SUBMITTED</b>	YES/NO
	Item no	Specifications: UNDERWEAR WOMEN (+/- 5 to 7 % applicable to all parts of the specs.)	YES/NO	
	a) Material Requirements	<ul style="list-style-type: none"> <li>• 100% cotton flannel &amp; cotton fleece with antimicrobial treated and should not contain any of <b>197- SVHC-Chemicals listed by ECHA.</b></li> <li>• 100% cotton. Neat and clean fabric, one way stretches.</li> <li>• Soft fabric, no bad smell or no skin irritation. Plain homogenous fabric colour.</li> <li>• Washable underwear with good quality and tidy finish. Colour of the fabric should be fast and no running of the colour.</li> </ul> Elastic bands: 1 for the waistband, 1 for each thigh. Strong, good quality elastic on the waistband and thighs. Quality sufficient to withstand multiple washes at washing temperature of 40 degrees minimum, with no resulting deterioration or loss of elasticity of bands.	YES/NO	
		Each piece of underwear to have a well stitched label, made of non-irritating material, clearly indicating: 100% cotton and size (Small, Medium, Large, X Large or XX Large) and washing/care instructions.		

3	Product Related Requirements	b) Workmanship	<ul style="list-style-type: none"> <li>•Protective barrier- The Female underwear when visually examined shall have a protective band on each thigh ,</li> <li>• freedom from defects -The Female underwear when visually examined shall be free from defects, which affects the appearance and utility such as oils stains, dirt, soil particles and hard Lumps.</li> <li>•Odour- The Female underwear shall have no unpleasant odour either in dry state immediately after sampling from the packages or after wetting the sample with distilled water.</li> <li>•Texture- The Female underwear shall be smooth and soft when felt by hand.</li> </ul>	YES/NO	
		packaging	<ul style="list-style-type: none"> <li>• Female underwear shall be supplied in packages of suitable materials ( for 3pcs/or dozen of 12pcs each pack), which are sealed to protect them from moisture, soiling the contamination during storage and transportation</li> </ul>	YES/NO	
		Carton Box/Material	<ul style="list-style-type: none"> <li>• Double-corrugated, 5 plies, export-quality cardboard. The Carton- shall withstand pressure during transportation and stockpile during storage.</li> <li>• Parcel sealing -Tape on joint of the carton, plus 4 plastic, 10 mm straps to prevent the packages spilling.</li> <li>• PO Number</li> <li>• Sizes</li> <li>• Quantity per carton: 500pcs for Female underwear</li> </ul> <p>The successful bidders will be expected to affix non-removable and permanent marking on each individual package clearly identifying the production batch, name of Supplier, content description and other visibility markings.</p>	YES/NO	
Capacity	Delivery capacity	<ul style="list-style-type: none"> <li>i. Weekly</li> <li>ii. Monthly</li> <li>iii. Annual</li> </ul>	YES/NO		

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

Name and position: \_\_\_\_\_

Official Stamp: \_\_\_\_\_