



**REQUEST FOR QUOTATION (RFQ)**  
**for the**  
*Supply, Delivery, Storage and Management of Various NFI  
 in Nairobi under Vendor Managed Inventory (VMI)*

**BID BULLETIN**  
**Addendum No. 1**

This Addendum No. 01 is issued to address inquiries and clarification from vendors and modify information provided in the Request for Quotation and General Instructions to Suppliers for the Supply, Delivery, Storage and Management of Various NFI in Nairobi, Kenya under Vendor Managed Inventory(VMI) issued to the prospective Suppliers on February 24, 2017.

**A. On General Instructions to Suppliers:**

1. Section 10.1.A Phase1 - Laboratory Testing should read as,
  - a. The supplier should have certificate / report from the approved laboratories listed below, certifying that the item(s) offered conforms to the technical specifications stated in **Annex B – “Technical Specifications”**. This means that test results should meet all specifications / parameters on the sample sent at the laboratories and the certificate / report has been issued *within year 2015 to year 2017*. The results must all be in conformity to the parameters as per technical specifications required from related tenders with other humanitarian organizations (UN agencies/ ICRC/ IFRC).

The list of accepted laboratories:

<b>Lot Number</b>	<b>Item Description</b>	<b>Laboratory</b>
Lot 1	BLANKETS 150X200CMS	<b>IFTH – Institute Francais du Textile et d l’Habillemenement</b> 25 rue Alfred Werner- BP72076-68059 MULLHOUSE CEDEX2 <a href="http://www.ifth.org/">http://www.ifth.org/</a> OR <b>CENTEXBEL</b> Technopark 7 BE-9052 ZWIJNAARDE <a href="http://www.centexbel.be/">http://www.centexbel.be/</a>
Lot 2	KITCHEN SETS POTS/PANS	<b>SGS Atest</b> Route de Vevey 55A 1618 Chatel St Denis Suisse <a href="http://www.sgs.com">www.sgs.com</a>
Lot 3	SLEEPING MATS 1.8X0.90M	<b>IFTH – Institute Francais du Textile et d l’Habillemenement</b> 25 rue Alfred Werner- BP72076-68059 MULLHOUSE CEDEX2 <a href="http://www.ifth.org/">http://www.ifth.org/</a> OR <b>CENTEXBEL</b> Technopark 7 BE-9052 ZWIJNAARDE <a href="http://www.centexbel.be/">http://www.centexbel.be/</a>
Lot 4	MOSQUITO NETS 190X180	<b>TUV SUD PSB Pte Ltd</b> 1 Science Park Drive Singapore 118221

**Manila Administrative Centre**

Lot 5	BUCKETS 14LTR	<b>IFTH – Institute Francais du Textile et d l’Habillemenement</b> 25 rue Alfred Werner- BP72076-68059 MULLHOUSE CEDEX2 <a href="http://www.ifth.org/">http://www.ifth.org/</a> OR <b>CENTEXBEL</b> Technologiepark 7 BE-9052 ZWIJNAARDE <a href="http://www.centexbel.be/">http://www.centexbel.be/</a>
Lot 6	PLASTIC SHEET TARPS ROLLS	<b>IFTH – Institute Francais du Textile et d l’Habillemenement</b> 25 rue Alfred Werner- BP72076-68059 MULLHOUSE CEDEX2 <a href="http://www.ifth.org/">http://www.ifth.org/</a> OR <b>CENTEXBEL</b> Technologiepark 7 BE-9052 ZWIJNAARDE <a href="http://www.centexbel.be/">http://www.centexbel.be/</a>
Lot 7	SHEET PLASTIC 4X6M	<b>IFTH – Institute Francais du Textile et d l’Habillemenement</b> 25 rue Alfred Werner- BP72076-68059 MULLHOUSE CEDEX2 <a href="http://www.ifth.org/">http://www.ifth.org/</a> OR <b>CENTEXBEL</b> Technologiepark 7 BE-9052 ZWIJNAARDE <a href="http://www.centexbel.be/">http://www.centexbel.be/</a>

**IMPORTANT:**

*Laboratory tests must be performed and certificates issued by the above-mentioned laboratories ONLY.*

2. Section 10. Submission of Quotation Documents should read as,

Quotation should be sent via email to [jmadarang@iom.int](mailto:jmadarang@iom.int) and [gpsu@iom.int](mailto:gpsu@iom.int)

Attachments must not exceed 2MB and must be submitted on or before **13 March 2017, 15:00HRS Manila Time**. Late Quotations will not be accepted. Quotation must be submitted using the Annexes provided. Quotation not conforming to the requested format may not be taken into consideration.

Quotation shall comprise the following two sets of documents:

- a. Technical Proposal (Annex C)
- b. Financial Proposal (Annex D)

## **B. Inquiries from vendors**

1. If we have to make stock ready for NFI for IOM then is IOM liable to procure that stock within One or Two Years.

*A. This RFQ is for the immediate replenishment of various NFI stocks in Nairobi, Kenya under VMI. A corresponding PO will be issued after determination of award. This RFQ is different from the RFI issued for the LTA for 1-2 years purposes.*

2. Can IOM Pay 50% advance for us to make , store and manage IOM NFI stock so that we do not have to include interest in the cost of products and we bound 50% of our investment for period of one or two years.

*A. Again, this is not intended for LTA for 1-2 years. If advance payment will be required by the Vendor, please refer to Section 19 of the RFQ GIS.*

3. Can you please confirm if this tender is in continuation to - RFI # 2017-00001\_Request for Information on NFI OR is it a completely different & new tender?

*A. The RFI is for a Request of Information and is different from this RFQ.*

4. We have warehouse in India only, can we participate in this tender.

*A. The warehouse where the delivered goods will be stored should be in Nairobi, Kenya. It can be vendor owned or vendor rented but should be vendor managed.*

*Participating vendors are expected to have the capacity to deliver products AND maintain warehouses in Nairobi Kenya.*

5. You need 2 sets of sample before due date or after award of tender? Are we supposed to send samples at this stage along with quotations that will be sent via email? Or they have to be sent after pre-qualification?

*A. We need total of four (4) samples as follows:*

*a) The first two (2) samples to be sent to IOM Manila IF AND ONLY IF vendor can submit laboratory certificate with Clause mentioning "Conformity of the goods with required specifications" clearly indicated by the approved laboratories;*

*b) Another set of two (2) samples to be sent to IOM Manila after award to be used as reference sample through the course of the agreement.*

*All samples should be sent to IOM Manila under DDP (duties delivered paid) Incoterms. IOM will not pay for customs clearance or duties and taxes related to sample submission.*

6. Is this compulsory to quote for all products mentioned in the list or you can also accept quotation for few items?

*A. No, not compulsory. Vendor can quote per Lot or Combination of Lots.*

7. We don't understand 2015-16 you mention regarding laboratory test report. Please clear you only accept test report made in 2015-16?

*A. Refer to section A above for the updated table for the list of accepted laboratories per item. We will accept certificates that are issued between year 2015 to year 2017.*

8. Regarding submission you only want Annex – C & Annex – D or you want all Annex – A, Annex-B, Annex-C, Annex-D and Annex-E?

*A. Following are mandatory forms to be used.*

*a.) IOM Technical Specifications (Annex B)*

*b.) Technical Offer (Annex C)*

*c.) Price Schedule Form (Annex D)*

*For Annex E - VIS, If the Supplier wishes to use the existing VIS or Company Profile on IOM file to establish their eligibility, the Suppliers should submit with their bids any information updating their original VIS or company profile on file or, **alternatively, confirm in their bids that the originally submitted information remains essentially correct as of the date of bid submission.***

9. If we only offer you CIF Mombasa Kenya then it is workable or reject?

*A. **Prices indicated on the Price Schedule shall include the shipping/delivery cost using Exworks (EXW) Vendor Managed Warehouse in Nairobi (Incoterms 2010).***

10. Suppliers who do not have warehouse availability in Nairobi can submit their offers with an alternative warehouse location. However, we would also like to offer you a DAP Nairobi city limits delivery. Please specify if this is an acceptable solution or specify the exact address of IOM Nairobi warehouse so that we can work on an accurate DAP offer.

*A. **The warehouse where the delivered goods will be stored should be in Nairobi, Kenya. It can be vendor owned or vendor rented but should be vendor managed.***

*Participating vendors are expected to have the capacity to deliver products AND maintain warehouses in Nairobi Kenya.*

11. For the samples, since the 4x6 and 4x60 tarps are the same fabric and only have different dimensions, does it suffice if we send you two 4x6 tarps instead of two 4x60 rolls?

*A. **We require samples for BOTH 4x6m and 4x60m roll tarps since we will be inspecting ALL parameters of the technical specification for all materials.***

12. For the blankets, can you confirm you need the medium thermal blanket (2,5 TOG)?

*A. **Yes. This is correct. Again refer to IOM Emergency Catalogue in IOM website.***

[http://www.iom.int/sites/default/files/our\\_work/Shelter/documents/IOM%20Logistics%20Emergency%20catalogue%20Dec%202016%20lores.pdf](http://www.iom.int/sites/default/files/our_work/Shelter/documents/IOM%20Logistics%20Emergency%20catalogue%20Dec%202016%20lores.pdf)

13. For the offer, since we already supplied IOM in the past, do we need to fill in the vendors information sheet?

*A. **If the Supplier wishes to use the existing VIS or Company Profile on IOM file to establish their eligibility, the Suppliers should submit with their bids any information updating their original VIS or company profile on file or, alternatively, confirm in their bids that the originally submitted information remains essentially correct as of the date of bid submission.***

14. Kindly clarify will you accept the test report from SGS Switzerland.

*A. **Refer to section A above for the updated table list of accepted laboratories per item.***

15. We have mosquito nets in stock but they are as per UNHCR Specifications the only difference from IOM specs is that it is (IOM Specs is 190wx150Hx180L and our stocked Net is 180x160x150). All other specs are as per IOM standard is this stock acceptable.

*A. **No. The specifications of the items offered should be based on IOM specifications.***