

Request For Quotation

FROM:	DANISH REFUGEE COUNCIL
Address 1:	New Ba'quobah, Hay Al-Fares, Taboo Street
Address 2:	District 206, Street 34, House 31
City:	Diyala
Country:	Iraq
Phone #:	
E-mail to:	rfq.irq.diy@drc.ngo

TO:	
Address 1:	
Address 2:	
City:	
Country:	
Phone #:	
E-mail:	

The **Danish Refugee Council (DRC)** with funding from [Various donors] hereby request you to submit price quotation(s) for the supply of the following item(s) [**Sport and Handcraft (Sa'diyah) – Re advertised**] which are listed below:

Request for Quotation Details

RFQ #:	RFQ-IRQ-011409	Currency of Bid (3-letter code):	1 USD = 1449.20 IQD
RFQ Issuing Date:	20, January, 2022	Bid Validity Period (days):	Preferable 60 Days
RFQ Closing Date:	23, January, 2022	Required Delivery Date:	TBD
RFQ Closing Time:	04:00 PM	Required Delivery Destination:	Diyala / Sa'diyah
Questions to the RFQ		Required Delivery Terms:	DDP (INCOTERMS 2020)

For DRC to Complete

For Supplier to Complete

Item #	Description	Unit/ Measure	Quantity Required	Quantity Offered	Unit Price	Total Price
1	Textile paint - designed to paint on fabric, and remain on fabric after applied (2-5 Ounce) / different color	PIEC	25			
2	Pack of 12 paint Brush Set Acrylic X passion - Length:16.5cm~19cm	PACK	10			
3	chain similar to necklaces / each roll contained 36 Meter - silver color	ROLL	6			
4	Matt beads with different colors	PACK	5			
5	Metal partitions different shapes - silver color	PACK	5			
6	Thread elastic size 8 used for beads making (dozen contained 12 PCS)	SET	15			
7	Beads of opal stone with different colors	PACK	15			
8	Polyester flower ,craft sewing material rose flower for decoration sewing acces	PIEC	25			
9	24PCS 12mm*6mm Metal Zinc Jewelry Findings Lobster Clasps-Hook size:12mm*6mmcolor:Multicolor for selection,material:Metal copper Package:24pcs	ROLL	30			

RFQ INSTRUCTIONS

10	20g Multicolor Pompom Ball,Mix 8/10/15/20/25/30mm,Package:4.5meter/lot.(5yards),Size (width):6CM	PACK	20			
11	Colored Acrylic Petals Jewelry Decorate Accessories,Color :White, gray, orange, yellow, pink, blue, purple-Material:Acrylic Size :2.1CM	PACK	25			
12	Roll Silver Gold Plated Thin Soft Copper Wire Brass Line Cord For Craft Necklace Bridal Jewelry Making Material Size:0.2MM x20M/0.3MMx17M/0.4MMx10M/0.5MMx7,Color :Silver,Golden,Rose Gold	PACK	25			
13	Letter Acrylic Bead Handmade Materials Sewing ,Craft ,Accessory Supplies Clothing Buttons Bracelet Decoration 100 pcs/set	PIEC	10			
14	Wood Painting Beads,Necklace Wrist Wooden Painted Bead 100pcs/Set	PIEC	15			
15	Twine Industrial Packing Materials Durable String for Gardenin each roll 100 gm	PIEC	20			
16	Round Carved Metal Spacer Beads Dia 6mm Antique Silver/Gold Beads Charms Craft Supplies Material Jewelry Making,50pcs/Package	PIEC	25			
17	Craft Fashion Jewelry Accessory Claw Nails Alloy Material Diameter Rhodium Plating Pendant Making Departmet10*5mm-100pcs/package	PIEC	25			
18	Plastic Eyeball Eyes Scrapbook with Adhesive sticker Kids,Material : plastic	PIEC	25			
19	Felt Paper Handicraft Toys For Children,nclude materials: 1 card+1 pack paper+1 bamboo stick. Size:Card about 16*25cm Paper about 5*5cm,1pack about 180 sheets	PIEC	10			
20	GLace 3 pairs craft supplies embroidery lace flower Siza:12*8cm	PIEC	25			
21	David angie Baby Girl Headband Hair Clip ,Assorted color and it is size 14*10*12.5 cm	PIEC	15			
22	10 Meters Colored Floral Burlap Ribbon,Width:5cm each roll with 10 meter	PACK	10			

RFQ INSTRUCTIONS

23	Non Toxic Air Light Modeling Clay for toy 12 Colors in package with different molds	PACK	50			
24	28pcs Arabic alphabet block baby educational toy,used as Fridge Magnets letters,learning & education toys for baby Package Size: 15cm x 10cm x 4cm-	PACK	25			
25	DOVECRAFT GLASS PAINT 20ML safe to hand " Pink, Red, Green, Black, Purple,	BOX	10			
26	Decoration and craft scissors with different wave edges, assorted colored with dimensions 20cm x 10cm x 5cm.	PIEC	25			
27	Children's plastics scissors, Safety for kids and easy to use ,assorted color with dimensions:120*60*9mm.	PIEC	25			
28	A4 colored paper each pack with 25 sheet	PACK	100			
29	Fiber tip coloring pens non toxic ,assorted color and bright each pack contain from 24 pcs	PIEC	75			
30	Coloring books, 10 pages each, each page with a different picture for children 3 - 12 Years old	PIEC	75			
31	Colored beads for accessories (1 kilogram pack)/Beads of opal stone with different colors	PACK	15			
32	Glitter Jar 4 Ounces (different colors) /Easy to use shaker top	PIEC	10			
33	Sketch pad 11" x 14" - side wire	PIEC	100			
34	Wooden Letters Pattern Handcrafts Materials,50pcs/pack 10-20mm	PACK	25			
35	Solid Raffia Knitting Yarn,yarn for Crocheting Straw, Crochet Baskets Sewing Craft Supplier assorted color Material 100g/roll	PIEC	50			
36	Soccer Ball traditional panel graphics/Synthetic leather cover extremely soft touch for Adults	PIEC	20			
37	Goalkeeper long sleeve uniform for adults set contain (shirt + short)30L-30XL (Blue, yellow, black, red)	SET	60			
38	Gold Medals for Soccer (Winner Medals) , 2 Inches in Diameter with 30-Inch Ribbon (12 Piece in pack)	PACK	12			

RFQ INSTRUCTIONS

39	Player Badminton Racket Set with Badminton and carry bag /	PACK	12			
40	Skipping robe for adults with Wooden Handle or plastic	PIEC	36			
41	Soccer uniforms for Adults (Set includes: Shorts and T-shirt) - 100% polyester (XL18set /L 18 set White colour)	SET	36			
42	Soccer uniforms for Adults (Set includes: Shorts and T-shirt) - 100% polyester (XL18 set/L 18 set / Blue colour)	SET	36			
43	Soccer uniforms Soccer uniforms for Adults (Set includes: Shorts and T-shirt) - 100% polyester (XL 18 set /L18 set / Green colour)	SET	36			
Totals						

Note:

- Kindly mention the bid currency (USD or IQD)
- Supplier shall provide the manpower to offload and arrange the items.

Delivery Lead Time (from receipt of DRC Purchase Order):

(Calendar) days

Bid Validity Period:

(Calendar) days

I certify that I have read and understood the DRC General Conditions of Contract for the Procurement of Goods and the DRC Code of Ethics. I further certify that the above mentioned company has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, any Contracts.

Signed: _____

Position:

Print Name:

Date:

Please stamp this Bid Form with your Company Stamp

RFQ INSTRUCTIONS

Submission of Bid

You must submit one original of the RFQ Bid Form in a sealed envelope, clearly marked with the RFQ number and the Bidders name. The bid can be delivered directly to the tender box, mailed or delivered by courier services, or alternatively send by email to the following dedicated, secure & controlled email address: [rfq.irq.diy@drc.ngo]

THE RFQ BID FORM CANNOT BE EMAILED TO ANY OTHER DRC EMAIL ADDRESS

The sealed envelope must be deposited into the DRC Tender Box at the address stated on page one before the RFQ Closing Date and Time. It is the Bidders responsibility to ensure that the sealed envelope is deposited into the Tender Box.

Any Bids not received on the official DRC Bid Form, or in a sealed envelope may be disqualified for non-compliance with these RFQ Instructions.

All Bids received in pencil will be disqualified.

Prices

All Bids must include all customs and taxes payable in the country of delivery unless the RFQ specifically requests a Bid is other than DDP (INCOTERMS 2020).

All Bids must be in the currency stated on the RFQ Bid Form. Bids in any other currency may be disqualified.

DRC reserves the right to correct any incorrect calculations on the Bid Form.

Validity of Offer

Your Bid must be valid for the 'Bid Validity Period as stated on the Bid Form. Bids not meeting the Bid Validity Period may be disqualified. DRC will attempt to notify all suppliers of the outcome of their Quotations by [N/A].

Evaluation of Bids

All Bids received and accepted will be evaluated on a 'line item' basis as follows:

- a) Administrative Evaluation: Evaluated to ensure compliance with all the RFQ requirements and to ensure that all Bids and calculations are readable and acceptable.
- b) Technical Evaluation: All Bids received will undergo a Technical Evaluation based on 'best value for money'. Bids that comply with the requested items, specifications, and delivery conditions will be classed as 'responsive' (acceptable). Only Bids classed as 'responsive' (acceptable) will progress onto the 'Financial Evaluation'. 'Non-responsive' bids (not-acceptable Bids) will no longer be under consideration at this stage.
- c) Financial Evaluation: All 'Responsive' Bids will undergo a Financial Evaluation

Contract Award

Under the 'best value for money' principle, DRC will award the contract(s) (DRC Purchase Requisition or Service Contract) to the 'lowest responsive bid' except where other considerations are warranted. These other considerations can be – total cost of ownership; cost of on-going consumables; price vs warranty; quality vs price.

RFQ Enquires

All enquires and questions should be addressed to the email given in the RFQ Detail's section! All Q&A's will be shared with all invited suppliers.

Under DRC's Anticorruption Policy, Bidders shall observe the highest standard of ethics during the procurement and execution of such contracts. DRC will reject a Bid if it determines that the Bidder recommended for award, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the Contract.

Supply Chain Department

DRC Diyala