

Request for Quotation (RFQ)

FROM	NORWEGIAN REFUGEE COUNCIL (NRC)
Address	Bucuresti Street, No 41
City	Chisinau
Country	Moldova
Phone #	373 - 76 - 030 038
Email	md.procurement@nrc.no

RFQ Subject: 2-years Framework Agreement for the provision of hygiene items in Moldova

The Norwegian Refugee Council (NRC) is an independent humanitarian organisation helping people forced to flee. We protect displaced people and support them as they build a new future.

The aim of this Request for Quotation (RFQ) is to fix the prices of the services & supplies proposed throughout the period of the Framework Agreement. There is no fixed value attached to this Framework Agreement and NRC is under no obligation to contract any specific value of goods and/or services under this Agreement. However, NRC is expecting suppliers to quote their best price considering the length of the agreement and the quantities expected to be ordered under this agreement.

The office of the Norwegian Refugee Council invites your company to submit a price quotation for the following items in accordance with the requirements detailed below. You may use your company format, or fill up the table below. Please read carefully the instructions on page 2.

Request for Quotation Requirements (To be filled by NRC Procurement staff)			
RFQ # :	RFQ/ROMO/CO/23/051	Currency	MDL
RFQ Issuing Date:	21 September 2023	Bid Validity Period (days):	2 years
RFQ Closing Date:	05 October 2023	Required Delivery Date:	Multiple
RFQ Closing Time:	23:59	Required Delivery Destination:	Multiple within Moldova
Questions to the RFQ	md.procurement@nrc.no	Required Delivery Terms:	At place

Item #	To be filled by NRC			To be filled by Supplier	
	Description/ Specifications	Unit	Estimated quantities for 2 years period	Unit Price	Total Price
1	Kitchen Paper towel, 3 layers	Roll	5000	10.58	52900.00
2	Toilet paper, 2 layers, 170 m, for dispenser	Roll	3000	31.98	95940.00
3	Toilet paper, 3 layers	Roll	2700	5.73	15471.00
4	Air wick for toilet, spray, 250ml, different flavours	Piece	600	91.98	55188.00
5	Air Wick support, device	Piece	100	119.98	11998.00
6	Soap, foam 1L Tork	Piece	200	164.98	32996.00
7	Soap, liquid, 500 ml	Piece	700	10.89	7623.00
8	Dishwashing gel, 0.8l	Bottle	400	49.58	19832.00
9	Solution for dishwasher, tablets, set of 140	Set	100	552.00	55200.00
10	Hand sanitizer, 5l	Bottle	200	194.98	38996.00
11	Wet wipes, antibacterial, set of 100	Set	1000	19.19	19190.00
12	Sponge for dishes, for kitchen use	Piece	1000	1.98	1980.00
13	Windows cleaner solution, spray, 0.5l	Piece	300	10.98	3294.00



14	Paper hands towels, for dispenser, 2 layers, 250 pages	Piece	3800	26.98	102524.00
15	Sanitary packages, set of 25 pieces/pack	Piece	100	29.95	2995.00
16	Toilet seat paper, set of 250 pieces, water dissolving	Piece	200	118.98	23796.00
GRAND TOTAL (Including delivery and VAT)					539923.00

Delivery Lead Time (in working days, from receipt of NRC Purchase Order) to any address in Chisinau :	3 working days from the request
Delivery Lead Time (in working days, from receipt of NRC Purchase Order) to any address in Ocnita :	3 working days from the request
Bid Validity Period (please confirm the validity of the offered prices for 2 years period):	we confirm the validity of the prices offered for a period of 2 years
Defects liability and guarantee period:	All defective products will be replaced by us Rodital Lux SRL
Country of origin of the goods	Republica Moldova ,UE,Ucraina

Name	Misnei Ilarion
Position	Director
Date Signature Stamp	

RFQ Terms & Conditions

Manner of Submission:

- By hand in a sealed envelope to NRC office as mentioned above
- By email to the dedicated and secured email address: md.tenders@nrc.no (offers received on other email addresses will not be considered)
- Before the Closing date & Time mentioned above. Companies who do not submit their quotation by this deadline will not be considered.

Valid offer should include the following documents:

- Filled & Signed RFQ
- Signed Annex # 1 – Ethical Standard Declaration
- Extras of the Company’s Registration

Requirements:

- All Bids must include all customs and taxes payable in the country of delivery unless the RFQ specifically requests differently
- Bids must be submitted in the currency indicated in the RFQ. Bids in other currency might not be accepted
- Bids must be valid for the validity period indicated in the RFQ. Bids not meeting this validity period might be disqualified
- All enquires and questions should be addressed to the email given in the RFQ details section. All questions and answers will be shared with all invited suppliers.
- NRC reserves the right to accept or reject the whole or part of your quotation based on the information provided. Incomplete quotations which do not comply with our conditions will not be considered.

Assessment Criteria:

- All bids received and accepted will be evaluated based on the following:
- **Step 1:** Administrative compliance check: Each bid will be checked to ensure compliance with all the RFQ requirements
- **Step 2:** Technical Evaluation: All bids will be technically evaluated based on “best value for money”
- **Step 3:** Financial Evaluation: Price in comparison to NRC established expectation and in comparison, to other bidders of comparable technical quality

Payment terms:

- Payment will be made within 30 days of receipt of goods, by bank transfer only.

<p>NRC is obliged to ensure that its procurement decisions are clearly justified and documented and keeping within the Donors mandatory principles. In that regard, full and on-the-spot access must be granted to representatives of NRC, the Donor or any organisation or person mandated by it, to premises belonging to NRC or its contractors. The right to access shall include all documents and information necessary to assess, or audit the implementation of the contract.</p> <p>NRC also expects suppliers who process personal data to comply with the General Data Protection Regulation (EU GDPR) and any relevant national legislation. Suppliers processing personal data on an NRC contract will be required to sign a data processing / sharing agreement as part of the contract. Refusal to sign such an agreement constitutes refusal of the contract terms and forfeiture of the contract on the part of the supplier.</p> <p>If the activities of the contract take place in areas with Explosive Hazards, NRC accepts no liability for injury and/or death to contractor’s staff or damage to contractor’s property.</p>	<p>Anti-money laundering, anti-bribery, anti-corruption and anti-terrorism legislation and donor regulations require NRC to screen contractors against various international lists to ensure due diligence. Submission of the quotation constitutes acceptance of these screening practices.</p> <p>NRC aims to purchase products and services with minimum environmental impact. Environmental considerations form part of the NRC selection criteria, and NRC reserves the right to reject quotations provided by suppliers not meeting these standards.</p> <p>All suppliers doing business with NRC should maintain high standards on ethical and environmental issues, respect and apply basic human and social rights, ensure non-exploitation of child labour, and give fair working conditions to their staff. <u>Suppliers will be required to sign and submit an Ethical Standards Declaration, together with their bid.</u></p> <p>NRC reserves the right to reject quotations provided by suppliers not meeting these standards.</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Bidder's general business details
A) General Information: Supplier Information
Company Name: Rodital Lux SRL
Address: :RM,mun.Chisinau ,com.Bubuieci ,str.Stefan cel Mare 14/1
Company Registration No.: 1002600050071
Contact Person: Grozavu Angela
Contact Telephone No.: :+373079414589.+373069884489
Email: rodital2022@gmail.com
Bank Name: OTP Bank S.A
Bank Address / Branch: mun.Chisinau ,filiala Izmail
IBAN: MD68MO2224ASV12235937100
Tax No.: 0404374
Date:04.10.2023
Stamp

B) Owners/Managers

Please fill in the below table with the full names and the year of birth of the company's owner(s) and manager(s)*:

Full Name	Date of Birth (dd/mm/yyyy)
Misnei Ilarion Director	21.11.1966
Misnei Tamara	14.05.1968
Grozavu Angela Director Comercial	24.12.1980

Signature & Stamp