|  |  |
| --- | --- |
| Please read Annex A and the ITB Cover Letter carefully and fill in your response below | |
| Please note that the given space under each section should not limit your response, please type more if required | |
| COMPANY NAME: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Company Profile and Qualification (Pass/Fail):** | | | |
| Copy of valid commercial company registration Certificate | ☐ |  | |
| Company is not on the United Nation Security Council Sanction List (Annex G) | ☐ |  | |
| 1.  Valid Bank Account (Pass/Fail): Please confirm that the company holds a valid commercial bank account as per para 2.4.2 of the tender Cover Letter (i.e. Commercial Bank Account carrying the name of the registered business/company – no individual/personal bank account): | | | |
| 2.  Please state core business, year founded, all office locations, qualifications, number of clients, number of employees and company’s management structure: | | | |
|
| 3. Please state at least three (3) current or former client for reference check (references from UN/NGO agencies is considered an advantage): | | | |
| **Client Name** | **Contact Name (Focal Point)** | **Contact Email** | **Contact Tel. Number** |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
|  | | | |
| In case of bid’s submission through joint venture, the bidder shall submit as part of the technical offer the joint venture agreement, if available. If the agreement is not available, the bidder shall submit as part of the technical bid a written confirmation with the commitment to submit the Joint Venture agreement and clarification on the leading company within one (1) week upon contract’s award. Please elaborate (if applicable): | | | |

|  |
| --- |
| **B. Technical specifications and delivery Capacity (Pass/Fail):** |

|  |  |  |
| --- | --- | --- |
| Samples for the offered product is submitted | ☐ |  |
| Submission of brochure with pictures and technical specifications of the offered items | ☐ |  |
| Copy of quality assurance certificates for the offered items | ☐ |  |
| Copy of the certificates or laboratory test results to evidence compliance with the requirements listed under table on page 2 of Annex A. i.e.:  a) Recycled components of the material(s) of the polyol  b) PU foam density  c) Indentation Load Deflection (ILD)  d) SAG factor  e) Air flow  f) Impact resilience  g) Microbiology | ☐  ☐  ☐  ☐  ☐  ☐  ☐ |  |
| Availability of Emergency response inventory of 5,000 pieces ready for dispatch at any given time of the year. | ☐ |  |
| Daily production capacity is not less than 1,000 piece/day | ☐ |  |
| 1. Product Specification - Items compliance with the technical specifications and requirements set in **Annex A (Pass/fail):**  Please clearly state whether the goods you are offering fully conform with the product specifications given and quality standards requested. Please state any discrepancies from the technical specifications and requirements provided in Annex A. | | |
| |  |  |  |  | | --- | --- | --- | --- | | **Characteristic** | **Value** | **Confirmed** | **Explain if not confirmed** | | General design requirements | The mattress is used for sleeping on and consists of one-piece polyurethane (PU) foam and a textile cover with a zipper or Velcro. It must be non-toxic for humans, breathable, secure free from allergens, and have no bad smell. |  |  | | Material(s) | Polyurethane (PU) foam is produced of polyol and isocyanate. Polyol can be virgin or recycled from old PU mattresses.  Mattresses shall be produced from a mixture of virgin and recycled polyol with a  target minimum of recycled polyol of 15%.  The non-abrasive textile cover shall be made of virgin and recycled fibers (for  example, cotton). |  |  | | The density of PU foam | Minimum 21 kg/m3 (+5%) |  |  | | Size | Length: 1900 mm (+5%)  Width: 800 mm (+5%)  Thickness: 100-150 mm (+5%) |  |  | | Indentation Load Deflection (ILD) | Minimum 16 kg |  |  | | SAG factor | Minimum 2 |  |  | | Air flow | Maximum 0.11 m3/min |  |  | | Impact resilience | More than 30% |  |  | | Colour | Colour of the foam: homogeneous light colour (grey, yellow, milky, white, etc.)  Colour of the textile cover:dark uniform colour (dark blue, grey, brown, etc.). Black, white, red, and military colours are not accepted |  |  | | Sewing | Head side:external sewing on the width minimum of one line.  Length side and width side: internal sewing using stitching minimum 3 lines. |  |  | | Microbiology | No bacteria/fungi/yeast in the foam and in/on the textile cover |  |  | | Certificates | A copy of national and/or internationally recognized quality certificate of the manufacturing company must be provided.  A certificate/laboratory test result showing compliance with the specified technical requirements should also be provided. |  |  | | Shelf life | Minimum 2 years |  |  | | Lifespan | Minimum 5 years |  |  | | Warranty | Warranty against the manufacturing defects (minimum 1 year from the date of receipt) |  |  | | | |
| 2. Packaging specification:   |  |  | | --- | --- | | **Characteristic** | **Provide Packaging Details** | | Primary packaging |  | | Secondary packaging |  | | Tertiary packaging |  | | | |
| 1. If available, a copy of the ISO 14001:2015: Environmental managing systems, ISO 9001:2015: Quality Management systems, and ISO 26000: Guidance on social responsibility (submitted YES/NO): 2. Delivery capacity lead time: Please state your company delivery capacity to the locations listed in Annex C: 3. Country of Origin of the supplier and place of Manufacturer: 4. Mobilization lead time: 5. Daily Production Capacity: 6. Delivery capacity: 7. Confirmation on Storage Capacity and Emergency Response: 8. Place of Inspection:  |  |  |  | | --- | --- | --- | | **Please confirm submission of the following filled in, signed, dated and stamped documents:** | | | | Vendor Registration Form (Annex D) | ☐ |  | | UNHCR General Conditions of Contracts for the Provision of Goods and Services (Annex E) | ☐ |  | | UN Supplier Code of Conduct (Annex F) | ☐ |  | | Financial Offer Form (in a different folder) (Annex C) | ☐ |  | | | |

**Name and Title:**

**Date:**

**Signature:**

**Stamp:**