

ITB REFERENCE: 2023/ITB/034

FOR THE ESTABLISHMENT OF FRAME AGREEMENTS FOR THE SUPPLY OF:  
JERRYCAN, SEMI-COLLAPSIBLE, 10L, RECYCLED (WATER CONTAINER)

QUESTIONS AND ANSWERS  
DATE: 18/08/2023

No.	Questions	Answers
1	It is mentioned "Recycled" jerry cans. Do you need food grade material or non-food grade material is acceptable because the whole costing depends on that?	The tender documents and specifications specify that we are requesting food-grade jerrycans, for consumption of water.
2	We would request that the submission deadline of 20 September be extended.	<del>Extension is accepted for 6 weeks. The new deadline for submission is 01 November 2023.</del> As per response to question 18 below, the new deadline for submission is 07 December 2023.
3	We understand that UNHCR would like 5 samples of the semi-collapsible jerrycans delivered to your mentioned location in the tender. However, we have reviewed the specifications and have noted that the size of the inlet diameter/ cap has now been amended to be a minimum of 50mm in size compared to	The inlet diameter/cap specifications of the jerrycans under this ITB is 50mm and not 35mm.

	<p>35mm in the previous specifications. This will now mean that we will need to manufacture a new mould for the amended inlet diameter/cap and this will not be possible to complete within the timeframe of the tender deadline as it will take at least 4-5 weeks to manufacture the mould. Producing the samples and then testing the jerrycans will take a further 3-4 weeks. We are therefore requesting if an extension could be granted to provide us with sufficient time to prepare the new mould, samples and complete the testing for your requirement.</p>	
4	<p>“2.4.1.5 Product sample Bidders are requested to send five (05) samples of the offered product, without UNHCR logo, for visual inspection and for future reference to UNHCR at the bidder’s cost (DDP incoterms) to the following address, before the bid closing date:”</p> <p>We have samples ready with UNHCR Logo and NOT without Logo. If we need to make without Logo, we will need to develop new mould, which will take a lot of time. Hence, is it ok to submit samples with UNHCR Logo and Manufacturer Marking, exactly as per the required Product Specification?</p>	<p>We require the samples as per the technical specifications (Annex A) of this ITB, therefore, the samples shall be without UNHCR logo.</p>
5	<p>Laboratory Certificate: Is Lab certificate from International Laboratory like Intertek, SGS, Bureau Veritas acceptable?</p>	<p>Yes, it is acceptable as long as they comply with the requirements established in section 2.4.1.6 Laboratory Certificate of the Cover Letter</p>
6	<p>Would it be acceptable if we do not use the PCR Plastic and instead, we can try on utilising the in-house Production Recycled Plastic for manufacturing the jerry cans?</p> <p>We can try to increase the percentage of the in-house recycled plastic to &gt;30%?</p>	<p>The material composition of the item can be made of a mixture of virgin and recycled material which can include pre-consumer and/or post-consumer, as indicated in section 2.5.3 in the cover letter related to sustainability evaluation/material composition of the item, it is acceptable to use pre-consumer material however post-consumer material is preferable as it's less likely to end up in a landfill than pre-consumer. Additional information has been included in the amendment of documents related to the information required to be submitted for pre-consumer material.</p>

7	Kindly advise if it is possible for samples to be delivered in my Country in this Case UNHCR Offices in Nairobi, Kenya.	No, please send the samples to the address indicated at UNHCR global warehouse in Dubai. This is where the samples are collected for evaluation. The samples are to be send via DDP incoterms.
8	Kindly clarify us the followings: As per earlier UNHCR specification of Semi Collapsible Jerry can the inner diameter of the opening of the Jerry can was 35mm and the mould for the same is available with us. Presently we have found that the specification has been changed and the Diameter of the opening has become 50mm, which is 15mm wider than earlier specification. Due to this revised specification we need to develop new mould and standardisation of the product needs to be performed for sample preparation and testing from International Lab, which requires some time. In this context, kindly clarify whether the diameter has been revised or should we go ahead with earlier specification of 35mm diameter.	The inlet diameter/cap specification under this ITB is 50mm and not 35mm.
9	Would it be possible to make the requirement for recycled content optional instead of scoring due to the difficulty to obtain the raw material?	Recycled content is an important requirement for UNHCR, as it is part of the strategy to reduce the environmental impact of items purchased by the Organization. In this case, it is optional to have different levels of recycled content from pre-consumer and/or post-consumer material or a combination of virgin and recycled material while satisfying the quality, safety and usability requirements of the item.

## AMENDMENTS AND CLARIFICATIONS TO THE SOLICITATION DOCUMENTS

i	Correction to ITB Annex B1, point 5.1:	Annex B1, point 5.1 is to be read as following “ <b>Have 5 samples</b> been sent to the address as per Cover Letter 2.4.1.5?”. (thus not 1 sample as was published).
ii	Any reference to recycled content material in the solicitation documents (Cover letter and Annexes) and clearly indicated in the Cover Letter under Requirements and Annex A-Technical Specifications under materials, shall be read as follows:	Jerrycans can be made of a mixture of virgin and recycled ( <b>pre-consumer</b> and/or post-consumer material) food grade plastic (e.g., Low-Density Polyethylene, High-Density Polyethylene, Polypropylene) that shall be UV-resistant plastic and safe for food and water storage.
iii	Any reference to material composition certificates in the solicitation documents (Cover letter and Annexes) and clearly indicated in the Cover letter under 2.5.3 sustainability evaluation and Annex B-2 Documentation required, shall be read as follows:	<p>For post-consumer material:</p> <p>A) Copy of valid Certificate on Global Recycled Standard (GRS) or equivalent certificate verifying recycled content material.</p> <p>B) To prove the origin of post-consumer recycled LDPE and/or HDPE, the bidder must provide compliance with the upper contamination limit. Food-grade requirement for post-consumer recycled plastic is considered critical. Third party certification is required such as FDA-NOL or equivalent.</p> <p>For pre-consumer material:</p> <p>A) The bidder needs to provide a description of the technological process on how pre-consumer material is included in the manufacturing process and self-declaration of the percentage of recycled content.</p> <p>B) Third-party verification process for pre-consumer recycled content (e.g. certification, audits).</p>

## QUESTIONS AND ANSWERS PART 2 – FROM 24 AUGUST 2023

10	<p>Annex A: Inlet interior diameter and the Cap: An opening of at least 50 mm diameter, with a matching screw cap for filling/discharge. The screw cap should be held with a retaining strap. No leakage should occur when filled up to the top with water and after 10 minutes in an upside-down position.</p> <p>Is there some error in Mentioning the Inner Diameter as 50 mm instead of 35 mm? Or is this done purposely to change the specs? If yes, then we need to make New Mould for this 50 mm Diameter and then send for Testing.</p>	<p>Please refer to Question 3 and 8, the inlet diameter/cap specification under this ITB is 50mm and not 35mm.</p>
11	<p>We have previously obtained the ISO 9001 certification. With regards to ISO 140001, although we have most documents in order, we didn't yet seek the certificate. Is the ISO 140001 certification a requirement for the purpose of this tender, or is it optional?</p>	<p>It is mandatory to have an Environmental Management System that is certified by an accredited organization e.g. ISO 14001 or equivalent.</p>
12	<p>Is it possible for a manufacturer and/or trader with no previous engagement with the aid organizations/sector to participate in this tender.</p> <p>The specifications say "at least 5 years' experience in supplying the same or similar relief item" but we couldn't see if this is a strict qualification criteria.</p> <p>Our manufacturer has lots of experience in producing other industrial products with recycled plastic material for businesses</p>	<p>As per cover letter 2.4.1.2: The bidder shall have at least five (5) years' experience in supplying the same or a similar relief item, preferably to other UN agencies and humanitarian organizations, this is an essential criterion to be further considered in the tendering process.</p>

	like automotive industry, but this specific product would be something new for them.	
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13	<p>1. Technical Specification:</p> <ul style="list-style-type: none"> <li>UV Test: <b>Can we use the below method for this test?</b> As suggested ASTM doesn't state that what parameter to be tested after UV exposure.</li> </ul> <p>UV Testing Method: Sample: The Jerry can is placed under sunlight. UV Exposure: Direct sunlight exposure. Exposure Time: 260 hours (12 hr sunlight + 12 hr Dark). Testing: Drop/Impact testing will be done before and after the exposure for comparison of results. Result: No failure in the drop test. Must resist 3 drops.</p> <p>2. Packaging:</p> <ul style="list-style-type: none"> <li>Secondary Packaging Can we offer to pack 100 pcs per carton instead of 50 pcs with carton size 110 x 33 x 40 cm +/- 3 cm? It is a sustainable option as less paper/jerry can will be required. Packing &amp; Load-ability file is attached as a ref.</li> <li>Tertiary Packaging Can we offer the palletized shipment without shrink wrap as the cargo will still be safe?</li> </ul> <p>3. Manufactured Marking:</p>	<p>UV Test: It is recommended to follow the standard practices established in ASTM D4329-13. The recommended exposure cycle is Cycle A (general use), exposure duration should be defined based on the required service life of a jerry can – 6 months.</p> <p>Secondary packaging: the recommended quantity is 50pc. Bidders can provide packaging solutions with 50 pc and 100 pc, however, bidders need to demonstrate that the box is strong enough to hold +20kg without collapsing during transport and handling of the goods. It is required to specify the weight (grams) and size (length, height and width in cm) of the carton use for each proposal.</p> <p>Tertiary packaging: the secondary packaging needs to be wrapped in a water-tight material, preferably made of or containing sustainable material, e.g recycled plastic or reusable material (for example tarpaulins). Suppliers are invited to propose solutions that reduce single-use plastic while demonstrating that these solutions ensure protection from any damage including water and moisture and provide safety during transport and handling of goods.</p> <p>Manufactured marking: the UNHCR logo is not required on the item. The UNHCR logo needs to be included on the secondary packaging.</p> <p>All the information requested under manufactured marking in Annex A (Technical Specification) is necessary to be included on the</p>
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	<p>Is it possible that material composition, ratio and information related to reuse or recyclability be printed on the Shipping mark? Because if all information need to be added on the individual Jerrycan then we have to redesign the insert of the mold and this additional requirement will be embossed below UNHCR logo (refer to attached pic. with file name “ Front View Jerry Can”) .</p> <p>There’s no more space on bottom side of the jerrycan as it is already full with other marking (refer to attached pic. with file name “ Bottom View Jerry Can”).</p>	<p>item. The information related to the reuse/recyclability of the item is referring to plastic recycling symbols.</p>
14	<p>Can we use post-industrial food grade recycled material (instead of post-consumer, in which case the consumer really is just industrial)?</p>	<p>Post-consumer material is preferred as it reduces the amount of plastic waste on the environment; however, the use of post-industrial food grade recycled material (pre-consumer) is acceptable. Please refer to answer 6.</p>
15	<p>One of our facilities operates in a region that restricts import of recycled plastic raw materials, and the local suppliers of recycled raw material do not have the proper certification yet (for food-grade use). In this case are we permitted to use virgin raw material while we work with local suppliers and regulators to obtain food-grade certification for the recycled raw materials, which may take a while?</p>	<p>Post-consumer material is preferred as it reduces the amount of plastic waste on the environment; however, the use of post-industrial food grade recycled (pre-consumer) material is acceptable. Please refer to answer 6.</p>
16	<p>As part of the financial evaluation, do you also require that we provide the landed cost to the 5 regions, or will you estimate that based on our ex works pricing?</p>	<p>No, only EXW and FCA pricing. UNHCR Procurement Service will conduct the financial evaluation and calculate the landed cost, based on the FCA unit prices.</p>
17	<p>As per the ITB 2.4.1.5 Product samples have to be submitted without logo, whereas in Annex A logo of UNHCR is required on the Jerry can. The instructions are contradicting, hence, kindly clarify do we have to send the Jerrycan samples with or without logo for visual inspections?</p>	<p>Please refer to Question 4. UNHCR logo is not required on the item.</p>
18	<p>Our chosen testing facility requires minimum of 6 weeks to perform the required tests. Can you please provide guidance</p>	<p>We cannot provide guidance of laboratories, and it is the supplier’s responsibility to seek compliance with testing. <b>We are extending</b></p>

	on any other laboratory capable of conducting these tests within a shorter timeframe, or would you consider extending the submission deadline until end of December 2023?	<b>the tender until the 7<sup>th</sup> of December 2023 as per attached letter of extension.</b>
19	Material: Is it possible if the product does not contain recycled materials? During our production process, we will reuse our remaining leftover materials, can it be considered as recycled material?	This is considered pre-consumer material (recycled material) which is acceptable. Lower content of virgin material and higher recycled content will obtain more points. Preference is given to post-consumer material.
20	UV testing: The test commonly used in China is ASTM D 4329-20. Is it acceptable? Is there any requirement on the test time?	Exposure duration should be defined based on the required service life of jerry can – 6 months.
21	Marking. How should we display detailed information on finished product materials? Should we print it on a sticker or engrave it on the product? Is it acceptable if there is no eco labeling? How should we demonstrate the reuse of information?	Engraving is preferred; however, other marking solutions are acceptable as indicated under marking techniques in Annex A.  It is required to have information about the common plastic recycling symbols, these symbols specify the type of plastic used, the possibility of being recycled and guidance on disposal.
22	As Social responsibility certification, if it is BSCI, is it acceptable?	Business Social Compliance Initiative (BSCI) certified by an accredited organization is acceptable.