

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.	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 35mm in the previous specifications. This will now mean that	The inlet diameter/cap specifications of the jerrycans under this ITB is 50mm and not 35mm.

	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.	
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>	We require the samples as per the technical specifications (Annex A) of this ITB, therefore, the samples shall be without UNHCR logo.
5	Laboratory Certificate: Is Lab certificate from International Laboratory like Intertek, SGS, Bureau Veritas acceptable?	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
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>	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.
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	<p>Kindly clarify us the followings:</p> <p>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.</p>	<p>The inlet diameter/cap specification under this ITB is 50mm and not 35mm.</p>
9	<p>Would it be possible to make the requirement for recycled content optional instead of scoring due to the difficulty to obtain the raw material?</p>	<p>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.</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>Please refer to Question 3 and 8, the inlet diameter/cap specification under this ITB is 50mm and not 35mm.</p>
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	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.	
11	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?	It is mandatory to have an Environmental Management System that is certified by an accredited organization e.g. ISO 14001 or equivalent.
12	Is it possible for a manufacturer and/or trader with no previous engagement with the aid organizations/sector to participate in this tender. 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. Our manufacturer has lots of experience in producing other industrial products with recycled plastic material for businesses like automotive industry, but this specific product would be something new for them.	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.

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.</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 jerrycan – 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</p>
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14	Can we use post-industrial food grade recycled material (instead of post-consumer, in which case the consumer really is just industrial)?	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.

15	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?	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.
16	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?	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.
17	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?	Please refer to Question 4. UNHCR logo is not required on the item.
18	Our chosen testing facility requires minimum of 6 weeks to perform the required tests. Can you please provide guidance 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?	We cannot provide guidance of laboratories, and it is the supplier's responsibility to seek compliance with testing. <b>The submission deadline of the tender has been extended 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.
23	<p>We have reviewed the 2nd question and answers document issued by UNHCR, specifically referring to question number 13 and its answer regarding UV testing. According to the UNHCR document, it is recommended to follow the standard practices outlined in ASTM D4329-13. The prescribed exposure cycle mentioned is Cycle A (for general use), with the exposure duration suggested to be determined based on the required service life of a jerrycan, which is 6 months.</p> <p>We have approached another laboratory for jerrycan testing, and they have provided details about Cycle A from ASTM D4329-13, which specifies the following conditions:</p> <ul style="list-style-type: none"> <li>- Typical Irradiance at 340 nm: 0.89 W/(m<sup>2</sup>·nm)</li> <li>- 8 hours of UV exposure with an uninsulated black panel, temperature controlled at 60°C</li> <li>- 4 hours of condensation with an uninsulated black panel, temperature controlled at 50°C</li> <li>- (This cycle is commonly used for general applications).</li> </ul> <p>We kindly request your assistance in consulting with your technical team to determine whether exposing the jerrycans according to the aforementioned highlighted hours and conditions will meet the UNHCR's requirement for a jerrycan's service life of 6 months. Your expert guidance in this matter is greatly appreciated.</p>	We confirm that Cycle A (general applications) meets UNHCR requirements. The number of cycles should be calculated based on the required service life of a jerrycan – 6 months. More information in question on 25.

24	<p>Here, under the Amendments &amp; Clarifications (referring to Page 4, point no. iii),</p> <p>For the pre-consumer material, we understand the point A, which states that we have to explain the technological process for recycling &amp; reusing the pre-consumer waste material.</p> <p>However, under point B, can you be a little descriptive as to what kind(s) of certification/audit which is required to you?</p> <p>We consulted 2 of our certifying authorities and they also asked us to describe what kind of certifications are you looking for.</p>	<p>We need a certification or audit/inspection report that validates that there is pre-consumer recycled content in their final product. This should also indicate the type of material and if possible, the percentage of recycled content in the final product, how much pre-consumer material is in the final product.</p>
25	<p>Exposure time:</p> <p>As it is mentioned in Q&amp;A, that exposure duration should be defined based on the service life (6 months) which is equal to around 4320 hrs. Since the jerry cans will not be exposed to direct sunlight during the entire service life, the exposure duration could be one-fourth (approx.) of its total service life that corresponds to 1000 hrs maximum which would take almost 42 days. Please confirm this duration is acceptable to UNHCR so that we can coordinate with the concerned Lab for testing.</p>	<p>Confirmed, 1000h is acceptable duration.</p>
26	<p>If UNHCR wishes to proceed with an exposure time of 6 months, please note we shall be able to obtain a testing report within 6.5 months. In this case, can we submit the lab report into 2 phases as below:</p> <p>Phase 1: Partial report (excluding UV test) before tender closing; and</p> <p>Phase 2: Complete report when we receive UV test report.</p>	<p>It is acceptable to submit a preliminary report excluding UV test before the tender closing date, however, bidders need to indicate in their offer, an estimated time when the full report including UV test will be submitted.</p> <p>The award of contract will be subject to compliance with the complete test report.</p>
27	<p>Please confirm what parameter will be tested before &amp; after UV exposure as its not clarified in Annex-A &amp; in ASTM-4329-13.</p>	<p>Drop tests should be done before UV tests.</p>



	If it is Drop Test, then how the sample will be placed in the UV Exposure Chamber, as the one specified in the ASTM is supporting only straps of the specimen?	
28	In order to minimize the delivery period, we are planning to procure the items from Two Manufacturers, whether that is acceptable?	It is acceptable to have more than one factory. All factories will be assessed under the same evaluation criteria; therefore, they need to provide supporting documentation for all of them. The bidders need to ensure that same quality and standards will be provided by the different factories.
29	In case we are allowed to procure the items from 2 manufacturers, do we need to submit the test report for the items manufactured by both of them?	Yes, test reports need to be submitted for each factory.
30	Besides, the Jerry can Model as provided by UNHCR, we have another model which also has the same capacity of 10L, can we offer that product as an option?	Alternative offers should meet the technical specifications in Annex A. Otherwise they are not acceptable.
31	Are we allowed to get the Item tested by NABL certified Lab (ISO/IEC 17025) located in India?	The item can be tested in any country as long as it is carried out by an accredited testing laboratories authorized to perform the requested tests in line with ISO standards.

32	We would like to clarify if you will accept Jerrycan, Semi-Collapsible 10L, and recycled with different thicknesses in the tender specification?	There is no specific thickness, the bidders must indicate it in their offer. The wall needs to be thick enough to pass the drop test and it must consider a service life of 6 months. It also needs to take in consideration the weight.
33	We would like to inquire details about procurement sources of PCR (post-consumer re-cycle material) and which is FDA / GRS compliant.	We are unable to provide list of sources, it is up to the bidder to find reliable sources.
34	As mentioned in Q&A number 3, point number 25 that 1000h under sun exposure is acceptable duration, so we have checked with our lab they are saying 45 hours in UV chamber as per ASTM D4329-21 cycle A will be equal to the required 1000h, please confirm if it is correct.	The duration of the accelerated UV test depends on the type of testing equipment that is available in the laboratory. Therefore, if the laboratory confirms, that the equipment they have can simulate 1000h of sun exposure in 45h in UV-chamber (as per ASTM D4329-21 cycle A), then we confirm that this is acceptable. The bidders need to make sure that in the testing protocol, the type of equipment and settings used are clearly mentioned.

35	Since UV testing hours are not clarified yet, we kindly ask for an extension of the deadline until January 7, 2024.	Please refer to question no. 26, the UV test results can be provided after the tender closing date, however, bidders need to specify the deadline for submission of UV test.
36	UNHCR has traditionally required both flexible and fixed price components to accommodate potential price adjustments over a specified period. However, the current Invitation to Bid (ITB) lacks such a mechanism. In the ITB cover letter only mentioned that supplier will maintain the price for a period of one year. Can we assume a 7.5% change in raw material prices on an average of one year period? If this assumption holds, we would like to confirm that it pertains to pre-consumer recycled materials, for which we have a price index relating to virgin materials. In the case of post-consumer recycled materials, for which there is no price index, can we request a price adjustment by providing supplier purchase contracts as supporting evidence?	UNHCR intends to maintain the fixed pricing structure. In the tender we request the successful bidder(s) to maintain their quoted price model for the duration of the Frame Agreement(s). Further please refer to 2.4.2: “UNHCR acknowledges in the long-term market conditions may unpredictably change. As a result, after the initial year of validity of the Frame Agreements, Contractors will be allowed to submit a fully a documented request for price revision. UNHCR, at its sole discretion, will decide in due time on such a request. The provisions governing this process will be detailed in the Frame Agreements.”
37	We are working on several innovative solutions for incorporating recycled content into the jerrycans for this tender, however, to complete this as far as possible (and ensure full compliance with technical regulations) we would ask if a further extension to the deadline would be possible?	UNHCR does not intend further extend the submission deadline.

## 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>
iv	<b>Submission of samples</b>	<b>In line with section 2.4.1.5 “Product sample”: samples are to be delivered at bidder’s cost (DDP terms). All charges in relation to the delivery of the sample must be prepaid by the bidder.</b>