



## REQUEST FOR QUOTATION

Date: 11/12/2019

RFQ No.: RFQ/10DPR/ACT/DUK/11122019/001

ACTED is requesting through this Request for Quotation, a company to provide detailed offer for the supply of the following lot:

### PRODUCT SPECIFICATIONS:

- |                                    |   |
|------------------------------------|---|
| 1. Description:                    | Supply of tools (See quotation form)                      |
| 2. Quantity:                       | As per below  |
| 3. Product class / category:       | Finished  |
| 4. INCOTERM (delivery conditions): | <b>DDP<sup>1</sup> + Offloading ACTED Dohuk Warehouse</b> |

### RESPONSIBILITIES OF THE CONTRACTOR:

- |                        |                                   |
|------------------------|-----------------------------------|
| Delivery lead time:    | (Five) working days for all items |
| Validity of the offer: | 3 months (Minimum)                |

### GENERAL CONDITIONS:

1. The **closing date** of this RFQ is fixed on **17/12/2019 (Tuesday, 17<sup>th</sup> of December 2019) at 16:00 (Iraq time)** in ACTED office at the following addresses:

**ACTED representative office in Erbil, IRAQ** (6th street (Khabat street) on the right after Ankawa intersection street on the right, House #: 240/1/467 Hadiyab quarter, Ainkawa, Erbil, Iraq)

**ACTED representative office in Dohuk** Golvin 67 St. Malta Islam Quarter/Duhok/ KRI the 3rd Street from Malta Hill Traffic Light to Down Town

Or emailed to both: [iraq.tender@acted.org](mailto:iraq.tender@acted.org) and [tender@acted.org](mailto:tender@acted.org)

#### **In case of electronic submission, please:**

- Mention the RFQ reference number mentioned above in the subject tab.
  - Fill the RFQ document, sign, stamp, scan and send. Electronic stamp and signatures are not acceptable.
2. Bidders will fill, sign, stamp all pages of this document.
  3. The offer should be provided using the below ACTED template.

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<sup>1</sup> DDP - "Delivered Duty Paid" means that the seller delivers the goods when the goods are placed at the disposal of the buyer, cleared for import on the arriving means of transport ready for unloading at the named place of destination. The seller bears all the costs and risks involved in bringing the goods to the place of destination and has an obligation to clear the goods not only for export but also for import, to pay any duty for both export and import and to carry out all customs formalities. (<http://www.iccwbo.org/products-and-services/trade-facilitation/incoterms-2010/theincoterms-rules/>)



4. The offer must be submitted to ACTED purchase department in a sealed envelope, and all papers of the offer should be **signed and stamped**, with the mention “**RFQ/10DPR/ACT/DUK/11122019/001**” not to be opened before **17/12/2019**. Bidder's name to be clearly mentioned on the envelope.
5. The quotation will not directly result in the award of a contract.
6. **Prices are mandatory in Iraqi Dinars (IQD).**
7. The quantities and specifications may be subject to change.
8. In case of any calculation mistakes, the unit price will be considered.
9. In case of making an error when writing the prices, please discard the page. Any alterations, including the use of correction fluid, will render your offer invalid.
10. Unsealed envelopes and late bids will not be considered.

**SPECIFIC CONDITIONS:**

1. On request, samples of the items should be available for delivery to ACTED Dohuk within 24 hours. Each sample should be labelled clearly with your company name.
2. The samples for items (#1#6 #13 #15 #16 #17 #26 #33 #39) should be provided by the supplier.
3. It is anticipated that suppliers for these items will be selected from these offers for the entirety of the three-month quotation validity.
4. Please give details about the specification of each item. Photographs should be provided where they may assist in judging quality.
5. The supplier is to incur all duties, taxes, delivery and transport costs.
6. All items must be delivered and offloaded to ACTED Dohuk Warehouse.
7. Please provide unit prices for the unit stated in the 'unit' column, irrespective of your packaging unit(s).
8. Queries and request for clarification of the specification can be made to [iraq.tender@acted.org](mailto:iraq.tender@acted.org) **no later than the 15<sup>th</sup> of December 2019**, however up to two full working days may be required for a response.

**REQUIRED DOCUMENTS:**

- Valid (Updated) company registrations.
- Authorization letter and ID of the legal representative (if applicable).
- Tax clearance certificate.
- ID of the owner.
- Other supporting documents (If applicable).

**THE OFFER WILL BE CONSIDERED NOT ELIGIBLE IF:**

- The bid is late.
- Unsealed envelope.
- White ink is used, price correction by hand.
- All papers are not signed and stamped.
- Documents mentioned above are not attached.
- Electronic stamp and signature (in case of submission by e-mail).

**SELECTION CRITERIA:**

- Quality– Conformity with the technical specifications 50%
- Best price 30%
- Best lead time 15%
- Similar work 5%

## QUOTATION FORM

### Details of Company

<b>Company Name</b>		<b>Company Specialization</b>	
<b>Representative</b>		<b>Phone Number</b>	
<b>Registration Number</b>		<b>Email Address</b>	
<b>Country of Registration</b>		<b>Mailing Address</b>	

PLEASE FILL IN THE FOLLOWING TABLE:

### LOT 1 – Supply of tools

No	Item	Requested Specification	Supplier's Specification	Unit	QTY	Unit Price IQD (DDP)	Total Price IQD (DDP)
1	<b>Tools box</b>	Contain: Linesman's Pliers, cutter pliers, pipe wrench, screwdrivers flat and Philips, Tape Measure, Adjustable Crescent Wrench, Utility Knife and Blades, slim. Nose Pliers, Allen Keys x 8 piece (10 ,8 ,6,5,4,3,2.5,2,1.5 mm) ,Socket Wrench (20-piece set includes 18 sockets (1/4", 5/16", 3/8", 7/16", 1/2", 9/16", 5/8", 11/16", 3/4", 9, 10, 11, 12, 13, 14, 15, 16 and 17mm), 1 ratchet (3/8" drive), a 3" extension bar)) ,hammer. with box dimension:50cm*40cm*20cm		Box	7		
2	<b>Electrical Hand Gloves</b>	- Coating Material: Foam Latex - Liner Material: Nylon/bamboo fiber - Length: 27cm		Pairs	70		

		<ul style="list-style-type: none"> <li>- Maximum use voltage of 36,000 volts AC</li> <li>- Proof tested to 40,000 volts AC</li> </ul>				
3	<b>Worker Raincoat Fabric</b>	Material: Fabric Polyester PVC Size: 45*30*30cm		Piece	70	
4	<b>Clamp meter</b>	<ul style="list-style-type: none"> <li>- To determine the voltage and the current of electricity</li> <li>- Display: 3 1/2 digit LCD, with automatic polarity indication.</li> <li>- Terminal and Earth Ground: 600V DC or 600V rms AC (sine)</li> </ul> <u>Specification</u> <u>Range</u> DC Voltage: 200mV 2V/20V/200V 600V AC Voltage: 200V 600V AC Current : 20A 200A 600A Resistance :200Ω 2KΩ/20KΩ/200KΩ/2MΩ		Piece	13	
5	<b>Non-contact voltage tester</b>	Voltage Detector Type: Non-Contact Lens Material: Polycarbonate Power Source: Battery Operating Voltage: 12-1000V AC Frequency: 50-60Hz Auto Power Off: 3 min		Piece	10	
6	<b>Headlamp</b>	4 angles adjustment, 60 Lumens brightness, High/Low/Flash modes, Lamp material: ABS		Piece	50	
7	<b>Hammer drill machine</b>	Size: 32mm, Voltage: 220v Wattage:1680W, Frequency :50/60Hz, Diameter size: 32mm and Impact Rate at Rated Speed 100 - 5100 bpm		Piece	7	

8	<b>Inverter Wilding machine</b>	<ul style="list-style-type: none"> <li>-Input capacity (6.0) KVA</li> <li>-Voltage (200-230)</li> <li>-(50-60) Hz</li> <li>-Current range (20-250) A</li> <li>-Usable electrode (1.6-4) mm</li> </ul>		Piece	7		
9	<b>Gloves</b>	Material: rubber (set=12pairs), 8 mils thick and 12 inches length		Set	70		
10	<b>8 step ladder</b>	<ul style="list-style-type: none"> <li>-Molded tool-tray top and spill-proof shelf</li> <li>-High-strength heat-tempered aluminum</li> <li>-Slip-resistant molded shoes</li> <li>-Item weight: 10 kg</li> <li>-Product dimensions: 249 × 66 × 15.25</li> <li>-Material: aluminum</li> </ul>		Piece	8		
11	<b>Angle Grinders</b>	<ul style="list-style-type: none"> <li>-Rated Power Input:900W</li> <li>-No-load Speed: 11.000 Rpm</li> <li>-Disc Diameter: 115 mm</li> <li>-Rubber Sanding Plate Diameter: 115 mm</li> </ul>		Piece	6		
12	<b>Plastic Pipe Welding Machine</b>	<ul style="list-style-type: none"> <li>Voltage: 220-240 V</li> <li>Power: 2000 watt</li> <li>Frequency: 50-60 Hz</li> <li>Welding Area: PPR plastic pipes</li> <li>Operating temperature: 300 C</li> <li>Thermostat Regulation: 50-320°C</li> <li>Main Fuse Value: Main Fuse Value 16 A (on the power connection line)</li> <li>On-Off switch with light indicator</li> </ul>		Piece	6		

13	<b>Cutter Pliers</b>	Handle isolation material: rubber length 6-7cm		Piece	18		
14	<b>Heavy Duty Hand Cable Cutter</b>	Material: High manganese steel Size: 50cm Cutting Range: Max 250 square mm Suitable for rubber covered copper and aluminum cables		Piece	7		
15	<b>Electrical Screwdriver Phillips</b>	Handle isolation material: rubber Size: medium size 20cm length, thickness 4mm and handle 3cm width Handle isolation material: rubber		Piece	18		
16	<b>Electrical flat Screwdrivers</b>	Handle isolation material: rubber Size: medium size 20cm length, thickness 4mm and Handle 3cm width Handle isolation material: rubber Type: flat head		Piece	18		
17	<b>Electrical Linesman Pliers</b>	-Handle isolation material: rubber -Length: 8cm-10cm		Piece	18		
18	<b>Voltage Tester Slot Screwdriver</b>	-Voltage 100 ~ 500V -Material: Plastic, Metal -Slot Bit Size: 3.5mm -Size: 14.5 x 1.5 cm/5.9" x 0.6"(L*D) -Handle Length: 8cm -Weight: 46 g		Piece	18		
19	<b>Electrical pliers' slim nose</b>	Size: 7-Inch Handle isolation material: rubber		Piece	18		



20	<b>Wrench set</b>	<ul style="list-style-type: none"><li>-Fully polished</li><li>-Chrome plated</li><li>-Drop forged steel</li><li>-Includes convenient storage holder</li><li>-Included Sizes: 1/4", 5/16", 3/8", 7/16", 1/2", 9/16", 5/8", 11/16", 3/4", 13/16", 7/8"</li></ul>		Set	8		
21	<b>Pipe wrench</b>	<p>Use: All types of pipe work Jaw Type: Full-floating forged hook jaw Size: 14 inch</p>		Piece	8		
22	<b>Shell Wire Cable Cutter</b>	<p>Diameter: 6 inch (150 mm) Handle isolation material: rubber</p>		Piece	18		
23	<b>Hammers</b>	<p>Feature a square beveled face and angular cross pen 3kg With fiberglass handle</p>		Piece	6		
24	<b>Hammers</b>	<p>Feature a square beveled face and angular cross pen 5kg with fiberglass handle</p>		Piece	4		
25	<b>Wheelbarrow for concrete and earthwork</b>	<ul style="list-style-type: none"><li>-Material: Iron</li><li>-Usage: Concrete, Bricks</li><li>-Capacity: 100kg - 200kg</li><li>-Type: Pneumatic wheel</li></ul>		Piece	18		
26	<b>Safety belt</b>	<p>Safe work load : 800KGS Break load : 1500KGS Martials: Webbing: polyester Back D-ring: clear chromate finished carbon steel Buckles: clear chromate finished carbon steel Energy Absorber: Featuring a built in absorber which</p>		Piece	10		

		limits the fall arrest force in a fall situation to 6kN Scaffold Hook: clear chromate finished carbon steel Carabiner: clear chromate finished carbon steel Snap Hook: clear chromate finished carbon steel					
27	<b>Tools belts</b>	Material: Thicken Canvas Size: 58*23cm Conversion: 1 inch = 25.4mm or 1mm Color: Green / Yellow Weight: 238g		Piece	30		
28	<b>Welding Helmet:</b>	-Dimensions: 11.5 x 9.5 x 7.6 inches -Weight: 408.23313gram -Industrial-grade welding helmet with flip-up lens , maximum safety and comfort against UV and IR light -Compliant with ANSI Z87.1-2010 and CE EN175 requirements for RX safety eyewear; made from impact resistant polypropylene -An excellent basic welder's helmet, includes a two-way adjustable headband for just the right fit		Piece	8		
29	<b>Cordless Driver Drill</b>	Battery Type: Pro Lithium Ion Cordless: Yes Batteries Included: Yes Number of Batteries: 1 Charger Included: Yes Maximum Speed (rpm) 2100 18V Brushless Hammer Drill Skin 18V FORCE 6.0Ah Battery pack 18V 4.1A Smart Charger		Piece	6		



30	<b>32 step extension ladder</b>	Material: Fiber glass Size: 9m		Piece	7		
31	<b>Spirit level</b>	Aluminum, length 50cm with three bubbles		Piece	6		
32	<b>Iron Saw</b>	All aluminum die cast frame construction, blade tension adjuster and comfortable handle make this the perfect hacksaw for the shop. SAW includes a 12" (300mm) steel hacksaw blade in 32 teeth per inch.		Piece	8		
33	<b>Safety cap</b>	One size fit all: 50cm - 64cm 284g assembled weight 6-point suspension 6 pin low slung buckle adjustment 500mm to 640mm 40mm Peaked brim 270-degree gutter Accessory slots 3 lugs for chinstraps Materials: PP Shell, LDPE 2-part liner and Tricot cushion sweatband Color: Yellow		Piece	50		
34	<b>Shovelhead and handle</b>	-Handle dimensions: L=1.5m and D=0.04m -Handle material: wood -Head dimensions: L=30cm, W=25cm -Head material: steel -Weight of head: 1kg		Piece	22		
35	<b>Pickaxe</b>	(2kg) with fiberglass handle, handle; fiberglass 80cm length and diameter 3-4cm		Piece	23		

36	<b>Hand Loading Portable Mini Concrete Mixer</b>	Charging Capacity:(140_160) L Voltage: 220V Motor Power: 550/700/900W Speed of Mixing Drum:24~29rpm		Piece	5			
37	<b>Telescopic Fiberglass Electrical Hot Stick:</b>	The stick must be dielectric and can be use under 11KV size: 69 Inches Retracted to 39 Ft 6 Inches Extended		Piece	5			
38	<b>Hand Pallet Truck</b>	Hand Pallet Truck /Manual Pallet Jack 2000 KG		Piece	5			
39	<b>Safety gumboot</b>	-Materials: PVC/nitrile -Lining: nylon -Weight: 2.2kg -Height: 30, 34, 38cm white -100% waterproof, -Oil-resistance -Acids and alkalis resistance		Pairs	35			
40	<b>Trowel</b>	To smooth the concrete surface with wood handle -Material: Iron -Wood handle -Size: 28cm*12cm -Shape: Rectangular		Piece	4			
<b>Total Amount (IQD)</b>								

**DELIVERY TIME:** .....

**TERMS AND CONDITIONS OF QUOTATION:**

1. Valid of the offer: \_\_\_\_\_ (mandatory: 3 months)
2. Delivery time: \_\_\_\_\_ (mandatory: 'DDP' as above)
3. Terms of payment: \_\_\_\_\_

I undersigned \_\_\_\_\_, agree to provide ACTED, non-profit NGO, with items answering the following specifications, according to the general conditions and responsibilities that I engage myself to follow.

Name of Company's Authorized Representative: \_\_\_\_\_

Authorized signature and stamp: \_\_\_\_\_

Date: \_\_\_\_\_