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| **Tender No: SYD/MAR017/2020/PROGRAM/018** | **Responses to Queries raised by prospective tenderers** |
| **Tender Name: Master Purchase Agreement for Supply, Handling and Transportation of Non Food Itms (NFIs).** | **Date Issued: January 07, 2021** |

This provides answers to queries raised from bidders as at 20th January 2021 which was the deadline for sending queries. The responses are posted on website for the benefit of all prospective bidders and does not disclose the source.

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| No. | **Question** | **Response** |
| 1 | * Is this a Global or local tender?
* Please share the annual quantity required
* Can we quote partially
* Please share the required delivery terms
 | * In regard to your below email I would like to clarify you on behalf of Mercy Corps Northeast Syria team. This is global tender but the responsibility lies to supplier for all the custom clearance required for providing the items in Northeast Syria. Mercy Corps will not be facilitating in any custom clearance.
 |
| 2 | * Is it acceptable to bid for only one (1) item within the Emergency NFI Kits, namely the solar lanterns, or are partial bids not acceptable?
* Is the warehouse capacity and assembly line a mandatory requirement for this MPA? Moreover, where do you expect the warehouse to be located?
* When you mention “Unit Price” in Attachment 2.2, are you expecting an EXW price? Moreover, where do you expect the product to be delivered?
* Would you kindly share with us an estimate of the quantities you wish to order for the Emergency Kits, more specifically the New Arrival Kits and the Dignity Kits, within this Master Purchase Agreement?
* Who would be the signatory for this Master Purchase Agreement, would it be Mercy Corps Headquarters or Mercy Corps Syrian office?
 | * Only one item is not acceptable.
* Yes, warehouse location is up to the supplier’s location, beside the required warehouse capacity can be divided in a smaller warehouse but the total capacity should be 1000 m2 at least equipped with assembly line.
* We are expecting the EXW price or you can also quote price per kit and then additional for transportation, you can get the detail in tender document. Various locations in Northeast Syria
* New Arrival 800 Kits, 1000 dignity kit but this is not limited to stated numbers it can be more or less.
* Mercy Corps Northeast Syria
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| 3 | * List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.
* Soft Copy of the Tender Document through email.
* Names of countries that will be eligible to participate in this tender.

 * Information about the Tendering Procedure and Guidelines
* Estimated Budget for this Purchase

 * Any Extension of Bidding Deadline?
* Any Addendum or Pre Bid meeting Minutes?
 | * The document is uploaded in website which can be downloaded directly.
* The document is uploaded in website which can be downloaded directly.
* If you can facilitate in border corssing and clarance there is no restriction from which country you apply.
* You will get it in tender package
* We do not disclose our budget
* No
* No
 |
| 4 | * Mr. Mrs Greetings from our company I'd like to ask about the private sample S YD/MAR 017/2020/PROGRAM/018 Do we send the sample to your office in Erbil or in north-eastern Syria?
 | * Northeast Syria
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| 5 | * In the tender documents it is stated that delivery location is Syria, but we couldn’t figure where exact delivery locations could be in Northeast Syria.
* In the price offer sheet it is stated that the kits should be delivered to distribution sites mentioned PO.
* Could you please give us information about where distribution sites could be in Northeast Syria, in order for us to calculate the transportation fees?
* In the tender document it is stated that we are able to bid for three categories (WASH, EMERGENCY and LIVELIHOOD) or we are able to bid for one category. To be able to make an offer for Non Food Items MPA tender, do we have to make an offer for all kits under WASH category? Or can we make an offer for 4 kits out of 6 listed under WASH NFI Contents section?
* Inside Hygiene Kit (consumables) listed under WASH Contents, for toothpaste it is stated “75 ml (so 3 tubes)” and in the Price offer sheet it is stated “qty: 2 Tube”. Could you please clarify if its total of 6x75ml tubes or only 2x75 ml tubes?
* Inside Hygiene Kit (consumables) listed under WASH contents, for dishwashing loofah it is stated “Individual packing, 3 pcs” and in the Price offer sheet it is stated “qty: 1 pack”. Could you plese clarify if we have to consider 3 pcs of individual packed loofahs as 1 pack and offer price according to that?
 | * Various locations of Northeast Syria
* Locations will be mentioned in the PO
* Yes, with in Northeast Syria
* You can apply number of kits you want to. It is not mandatory to apply for all kits under one category
* It’s 2 tubes x 75 ml as per Attachment 2.1 – Price Offer Sheet - WASH NFI
* Yes 1 pack contains 3 individual packing loofah. Offer your price acc. To Attachment 2.1 – Price Offer Sheet - WASH NFI
 |
| 6 | * Line #2 in Hygiene kits consumable and line #1 Covid 19 kit: Is it preferable to provide local Ghar Soap with a standard weight of 200g? or a packed Olive Oil soap?

 * Baby Kit: Line #5+6: How many diapers are in each bag?
* Covid 19 kit: Line #6: Do you mean latex medical gloves? What is the number of gloves in the required box?
* Chlorine tablets and powder: Line #1+2: What is the size of the sample to be submitted?
 | * 160 gr as per Attachment 4.1-NFI Kits Content-WASH, item#1. but the Total required weight is 1 kg of soap, so it would be possible to provide 200 gr soap bars x 5 pcs.
* Pack of 20 pieces (20 diapers)
* disposable gloves, to be used for one time only 100 PCs/Pack.
* Mercy Corps will request the shortlisted suppliers to submit their samples or conduct field visits to vendor warehouses to ensure the items provided by the suppliers match the specifications as mentioned i n the Attachment 4. Mercy Corps willuse the Quality Control Checklist (Attachment 5) to verify the quality of the samples. HTH (Calcium hypochlorite) Powder: In water proof barrels in HDPE (50 kg) perfectly sealed, with proper label Aluminium Sulphate Powder: Bag of 50 KG
 |
| 7 | * Can we apply for some groups without being restricted to the rest of the groups we have experience with?
* What is the payment policy of your organization, a week or a month after delivery?
* Ordering materials in one batch or multiple batches?
* Regarding BHA drip irrigation kit, does it include installation or delivery only, and in the event of delivery, is delivery to the beneficiaries or to the organization's warehouse?
 | * Yes, but complete kit not individual items.
* Upon completion of each PO
* Multiple batches throughout 2 years
* It doesn’t include installation, regarding delivery: it has been clearly mentioned in tender package” Delivery:

 The selected suppliers may be requested to deliver the commodities directly to distribution sites. If Mercy Corps requests the supplier to deliver the kits on a distribution site, the supplier will have to remain on the distribution site until the distributionis completed, and will be expected to bring back the non-distributed kits back to the warehouse indicated by Mercy Corps.Mercy Corps may also request to keep the ordered goods in the supplier warehouse until the delivery date as indicated in the distribution plan attached with PO. |
| 8 | * Regarding the tender of NFI we have a question which need a clarification:

Regarding PVC main pipe, the diameter is 63 standards and the mentioned diameter 55 mm is not standards, and what is the pressure that the tube must withstand? | * the required diameter is 55 mm which is available in the local market in NES. If this standard (55 mm standard) is not available in the regional market, then you can offer 63 mm, but in one condition to provide PVC links that fit for this pipe size. The operating pressure is 4 bars.
 |
| 9 | * In the wash NFI there are six kinds of kits can we send our offer for two or three kits or we should send the offer for all kits you mention in the Wash Kits ?
* In the attachment 2.2-price offer sheet Emergency NFI you mention 4 single blankets in the kit as an example , so should we send one single blanket as a sample or we have to send the whole quantity which mention in the kit ?
 | * You can send the offer for the number of kit you want. It is not mandatory to apply for all kits
* Whole quantity of sample should be sent, after receiving the request for sample from Mercy Corps
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| 10 | * NEW ARRIVAL KIT ,

-ITEM 4 ,Floor Mat : What is the weight ?-ITEM 5 , Tarpaulin : What is the weight ?,-ITEM 7 , Jerry Can : What is the weight?-ITEM 8 , Packaging Sacks : What is the dimensions?* WINTER KIT ,

-ITEM 4 ,Floor Mat : What is the weight ?-ITEM 5 , Tarpaulin : What is the weight ?-ITEM 8 , Packaging Sacks : What is the dimensions?* HYGIENE KIT (DURABLE),

-ITEM 1 , Water Bucket : What is the weight and color ?-ITEM 10 , Kitchen Towel: What is the weight? * HYGIENE KIT (Consumable)

-ITEM 5 , Laundry detergent powder: What is the weight? * WASH COVID19

-ITEM 1, Soap : What is the weight? | - the specifications in Attachment 4.2-NFI Kits Content-Emergency are enough, the weights of Flour mat, tarpaulin and jerry cans are coming as per prespecified specifications, so they are standard.Regarding packaging sacks: Polyethylene sacks dimensions should fit to ssemble all kits contents in it, these sacks should be in two different colors, but from MC experience the dimensions can be155 cm x 110 cm.- the specifications in Attachment 4.2-NFI Kits Content-Emergency are enough, the weights of Flour mat and tarpaulin are coming as per prespecified specifications, so they are standard. Regarding packaging sacks: Polyethylene sacks dimensions should fit to ssemble all kits contents in it, these sacks should be in two different colors, but from MC experience the dimensions can be155 cm x 110 cm. * Water bucket: Plastic 20 liter with lid and tap, no need to mention the weight.

Kitchen towel size 30 x 50 cm, cotton, min 70% to 90 % cotton. Fibers cannot be pull easily by hand. The required standard weight for kitchen towel is 350 GSM.* 1000 gr as per Attachment 4.1-NFI Kits Content-WASH, item#5.
* 160 gr as per Attachment 4.1-NFI Kits Content-WASH, item#1. but the Total required weight is 1 kg of soap, so it would be possible to provide 200 gr soap bars x 5 pcs.
 |
| 11 | * **Hygiene kits (Durable)**

- Item 10 Kitchen Towel – What is min. required weight in gr. per sqm?* **Hygiene kits (Consumable)**

- Item 3 Hair Shampoo – Would it be acceptable to provide 1 bottle of 750 ml? -Item 8-9 Disposable Diapers – Since the total pcs required as 1 pack 20 pcs x 2 = 40 pcs, can we provide 1 pack of 40 pcs pr 4 packs of 10 pcs each ? * **Baby kits**

-Item 5-6 – Baby Diapers. Hogmanay pcs required per pack in total?* **COVID-19 kits**

-Item 1 Ghar Soap – Total required 1 kg of soap, would it be possible to provide 200 gr soap bars x 5 pcs? -Item 2  Towel - What is min. required weight in gr. per sqm?* **General Question:**

-Would it be possible to quote partially per whole kits? (e.g. only Baby kits, COVID-19 kits and Hygiene kits (Durable)?)-Would you please specify exact delivery places in North East Syria?-Please confirm if the distribution of the kits should be done by the Supplier in the camps?  | * Kitchen towel size 30 x 50 cm, cotton, min 70% to 90 % cotton. Fibers cannot be pull easily by hand. The required standard weight for kitchen towel is 350 GSM.
* the answer is NO, Packing: in unbreakable and individual plastic bottle of 250ml and/or 500 ml (so either 1x500ML + 1x250ML or 3x250 ML),
* NO becasue the packs are coming in different types, the first type is 3-6 Kg and the other one type is 5-9 Kg.
* 20 pieces for each type of pack. Providing 40 PCs in one pack is not acceptable, because the packs are coming in different types, the first type is 3-6 Kg and the other one type is 5-9 Kg.
* 160 gr as per Attachment 4.1-NFI Kits Content-WASH, item#1. but the Total required weight is 1 kg of soap, so it would be possible to provide 200 gr soap bars x 5 pcs.
* Kitchen towel size 30 x 50 cm, cotton, min 70% to 90 % cotton. Fibers cannot be pull easily by hand. The required standard weight for kitchen towel is 350 GSM.

 - Yes* Throught out Northeast Syria

-Yes |
| 12 | * Is it required to apply for all the materials mentioned, or is our company able to apply for livelihood materials only?
* As for the distribution plan, please share the file clearly, as the sent file is not clear
 | * Yes, but whole kits not partial items of kit
* Distribution will be done in multiple batches in multiple lications thoughout Northeast Syria for 2 yrs
 |
| 13 | * Is it possivle to apply for one basket only? (covid-19kits).
* In Attachment (2.1) COVID-19KITS

Item (6) Are gloves required (medical 100 pieces per pack)?* In Attachment (2.1) Cleaning kits washClause (2) for hard brooms (according to the organization's specifications, to be supported by stainless steel)These specifications are not available in the market
* Is the required broom (office or municipal broom)?
* In Attachment (2.1) Cleaning Kits washItem (5) Concerning masks, is a medical mask required (i.e., each box contains 50 masks)?Or the required muzzle cloth (it comes individually)
 | * Yes
* disposable gloves, to be used for one time only 100 PCs/Pack.
* they are available in local and regional markets.
* municipal broom
* medical mask, each box xontains 50 masks.
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**All other terms and conditions in the tender remain unchanged.**

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