



United Nations Population Fund  
UNFPA Country Office in Iraq  
International Zone  
Baghdad, Iraq  
Website: [iraq.unfpa.org](http://iraq.unfpa.org)

**Date:** 05/07/2016

**Request for Quotation No. UNFPA/IRQ/RFQ/16/008**  
Procurement of furniture and non-medical supplies

Dear Sir/Madam,

We hereby solicit your quotation for the supply of the items named below and their delivery to different locations in **Iraq**, as specified in **Annex I**.

**Delivery time:** The goods are to be delivered in 7 - 15 days upon issuing of PO.

**Validity of quotes:** The quotation shall be valid at least for 6 month after the closing date.

If you are interested in submitting a quotation for these items, kindly fill in the attached Quotation Form and send by email to the address indicated below:

[bid.iraq@unfpa.org](mailto:bid.iraq@unfpa.org)

**Include the Request for Quotation number in the Subject: UNFPA/IRQ/RFQ/16/008**

Please submit your quotation in **USD** currency. Conversion of currency into the UNFPA preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of competition deadline.

Your earliest response to this query would be highly appreciated, but not later than **11/07/2016, 17:00 (Iraq time)**.

Name of Contact Person in UNFPA: Mr. Zaid Al-Haddad

Tel. No.: +964 0771 114 4135

Email: [al-haddad@unfpa.org](mailto:al-haddad@unfpa.org)

Note: Current UNFPA supplier policies apply to this solicitation and can be found at: <http://www.unfpa.org/suppliers>.



## Quotation Form

**Name of Bidder:** \_\_\_\_\_

**Date of Bid:** \_\_\_\_\_

**Request for Quotation No:** \_\_\_\_\_

**Currency of Bid price:** \_\_\_\_\_

**Delivery time** (*weeks from receipt of order till dispatch*): \_\_\_\_\_

**Expiration of Validity of Quotation** (*The quotation shall be valid for a period of at least 6 months after the Closing date.*): \_\_\_\_\_

**Price Schedule:**

Item	Product Name & Description	UOM	Unit Price	Number of Units	Total (USD)
1					
2					
3					
4					
<b>GRAND TOTAL</b>					

**In your offer, please include:**

1. Specific technical specifications of products offered
2. Quality standard of the products

*Vendor's Comments:*

**I hereby certify that this company, which I am duly authorized to sign for, accepts the terms and conditions of UNFPA (<http://www.unfpa.org/suppliers>) and we will abide by this quotation until it expires.**

\_\_\_\_\_  
**Name and title**

\_\_\_\_\_  
**Date and Place**