



*State of Palestine(SP)*

**Ministry of Finance – Central Tendering Department**

**For the Benefit of Ministry of Education**

**Funded by the  
Joint Financing Partners**

**Tender Documents for the Procurement of furniture**

**Tender No:( MOE-GSD/ JFA.24. 312235/2022/237)**

**Tender Documents for the Procurement of  
Manufacture and supply of school furniture for four schools / Gaza strip  
under the Joint Financing Arrangement**

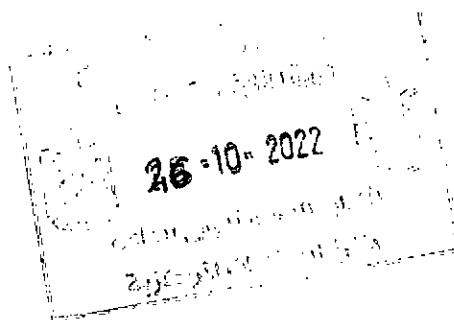
2022

26-10-2022

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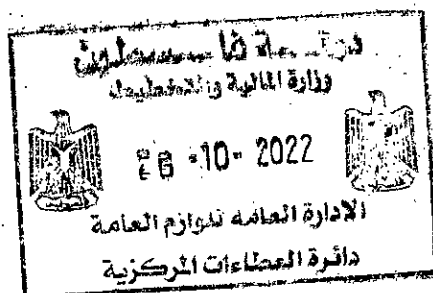
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# PART 1 – Bidding Procedures

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## دعوة لتقديم عطاءات

رقم العطاء: (MOE-GSD/ JFA.24. 312235/2022/237).

موضوع العطاء: تصنيع وتوريد اثاث مدرسي لأربع مدارس في المحافظات الجنوبية.

1. تلقت وزارة التربية والتعليم منحة مالية بقيمة 35 مليون دولار من أربع دول مانحة وهي ألمانيا وفنلندا وايرلندا والنرويج، فيما يسمى بشركاء التمويل المشترك في إطار تمويل تنفيذ بنود الخطة الاستراتيجية لتطوير التعليم. وعليه تنوي وزارة التربية والتعليم تخصيص جزء من عائدات هذه المنحة لتصنيع وتوريد اثاث مدرسي لأربع مدارس في المحافظات الجنوبية، بموجب العقد وضمن المناقصة رقم MOE-GSD/ JFA.24. 312235/2022/237 وسوف يتم تطبيق قيمة المنحة المقدمة من شركات التمويل حصرياً لتمويل النفقات.

2. تدعو مديرية اللوازم العامة في وزارة المالية ولحساب وزارة التربية والتعليم الجهات المؤهلة لتقديم العطاءات بالطرف المختوم لتوريد المتطلبات لوزارة التربية والتعليم، ومديريات التربية المذكورة في جدول التوزيع المرفق.

3. يمكن للمناقصين المؤهلين والمهتمين الحصول على جميع وثائق المناقصة من خلال الموقع الإلكتروني لمديرية اللوازم العامة (www.gs.pmf.gov.ps) أو من خلال البوابة الموحدة للشراء العام (www.shiraa.gov.ps) بعد دفع رسوم غير مستردة مقدارها ( 300 ) شيقل لحساب وزارة المالية في بنك فلسطين على حساب رقم (49/219000)، ويتم ارفاق وصل الدفع (فيشة الإيداع) مع العطاء المقدم

4. يمكن للمناقصين الحصول على أي معلومات إضافية لجميع وثائق المناقصة على العنوان المبين أدناه وذلك من الساعة 9:00 صباحاً إلى الساعة 2:00 مساءً من أيام الأحد إلى الخميس.

5. يجب أن يتم تسليم العطاءات الى العنوان الموضح أدناه في موعد أقصاه يوم الثلاثاء الموافق: 2022/11/29 حيث تقبل الطلبات لغاية الساعة 10:00 صباحاً من ذلك التاريخ .

6. ويجب أن ترفق جميع العطاءات بكفالة دخول للعطاء والبالغ 3% من قيمة العرض المقدم وسارية المفعول لغاية 180 يوم من تاريخ آخر موعد لتقديم عروض الأسعار، وسيتم رفض العروض المتأخرة عن الموعد المحدد. سيتم فتح العطاءات بحضور ممثلي مقدمي العطاءات الذين يتم اعتماد طلباتهم في العنوان المذكور في صفحة معلومات العطاء في تمام الساعة 10:00 من صباح يوم الثلاثاء الموافق 2022 / 11 / 29.

7. اجور النشر والاعلان على من يرسو عليه العطاء ولمرة واحدة فقط.

8. الأسعار بالدولار وغير شاملة لضريبة القيمة المضافة .

9.العنوان :-

دائرة العطاءات

مديرية اللوازم العامة

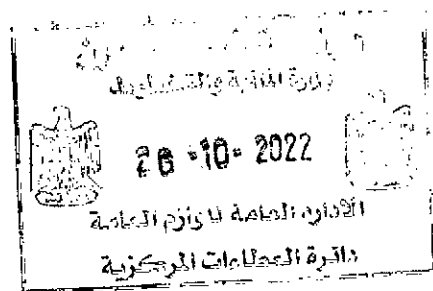
وزارة المالية

مجمع الوزارات مبنى القدس، الطابق السادس، الماصيون

هاتف: 02-2987112/3

فاكس: 02-2987056

رئيس لجنة العطاءات المركزية



## Invitation for Bids (IFB)

### **Contract Identification No: (MOE-GSD/ JFA.24. 312235/2022/237).**

Manufacture and supply of school furniture for four schools / Gaza strip

1-The Ministry of Education (MOE) has received a grant of \$35M from the Governments of Germany Finland, Ireland and Norway (**Joint Financing Partners, JFPs**) towards financing the implementation of the Education Development Strategic Plan (EDSP). The MOE intends to apply part of the proceeds of this grant to payments under the contract for the Manufacture and supply of school furniture for four schools / Gaza strip.

2-under Tender No (MOE-GSD/ JFA.24. 312235/2022/237) . The grants from JFPs shall be exclusively applied to the financing of expenditures.

3-The Directorate of General Supplies (DGS) of the Ministry of Finance (MOF) and for the benefit of the MOE now invites sealed bids from eligible bidders for the Manufacture and supply of school furniture for four schools / Gaza strip the MOE, the Directorates of Education .in the Gaza strip.

4-Interested eligible bidders may obtain further information from the Directorate of General Supplies (DGS) at the Ministry of Finance (MOF) of the PA and collect the bidding documents at the address stated in the BDS from 8:00 a.m. to 2:00 p.m.

5-A complete set of bidding documents in *English* may be purchased by interested bidders for payment of a nonrefundable fee of "300" NIS per copy.

6-The bidding documents fee shall be paid to the account of the Ministry of Finance under number (219000/49)/ Bank of Palestine until 10 am of 29 /11 / 2022.

7-Bids must be delivered to the address below at or before *10:00 a.m. of 29 /11 / 2022*. All bids must be accompanied by a bid security of 3% of the bid price and is valid for 180 days from the last date for submission of bids. Late bids will be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address stated in the BDS at *10:00 a.m. on 29 /11 / 2022*.

8-Wages publishing and advertising on who wins the tender and only once

9-prices(\$) shall exclude vat.

#### **10-Address**

**Directorate General of Supplies.  
Ministry of Finance  
Al-Quds Building, 6th Floor,  
Ramallah, West Bank.  
Tel. 02-2987112, Fax. 02-2987056**

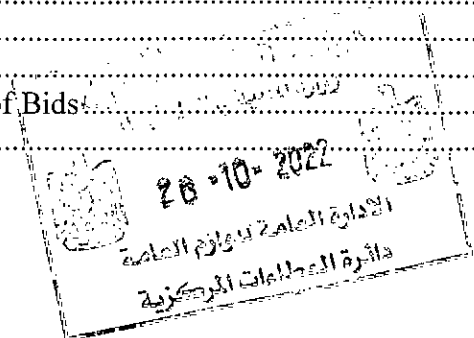
**Head of the Central Tendering Committee**

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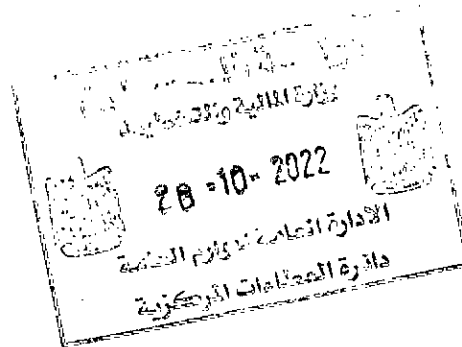
## Section I. Instructions to Bidders

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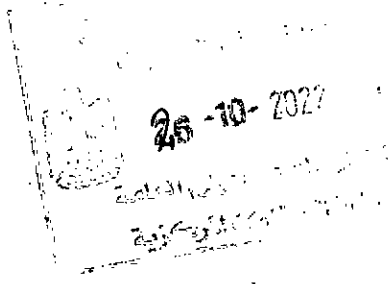
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## Section I. Instructions to Bidders

### A. General

- 1. Scope of Bid**
- 1.1 The General Supplies Department (GSD) and for the benefit of the MOE issues these Bidding Documents for the supply of Goods and Related Services incidental thereto as specified in Section VI, Schedule of Requirements. The name and identification number of this Bid are **specified in the Bid Data Sheet (BDS)**. The name, identification, and number of items are **provided in the BDS**.
- 1.2 Throughout these Bidding Documents:
- (a) The term “in writing” means communicated in written form (e.g. by mail, e-mail, fax) with proof of receipt;
  - (b) If the context so requires, “singular” means “plural” and vice versa; and
  - (c) “Day” means calendar day.
- 2. Source of Funds**
- 2.1 The Ministry of Education (MOE) has received a grant of \$35M from the Governments of Germany, Finland, Ireland and Norway (**Joint Financing Partners, JFPs**) towards financing the implementation of the Education Development Strategic Plan (EDSP). The MOE intends to apply a portion of the funds to eligible payments under the contract for which these Bidding Documents are issued.
- 3. Fraud and Corruption**
- 3.1 It is a policy to require that (GSD) s as well as bidders, suppliers, and contractors and their subcontractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the (GSD):
- (a) defines, for the purposes of this provision, the terms set forth below as follows:
    - (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
    - (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
    - (iii) “collusive practice” is an arrangement between two or





**Section I. Instructions to Bidders (ITB)**

more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;

(iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

(v) “obstructive practice” is

(aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the MOE investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or

(b) will cancel a proposal for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question;

(c) will sanction a firm or individual, including declaring ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for, or in executing, a contract; and

3.2 Furthermore, Bidders shall be aware of the provision stated in Sub-Clause 34.1 (a) (iii) of the General Conditions of Contract.

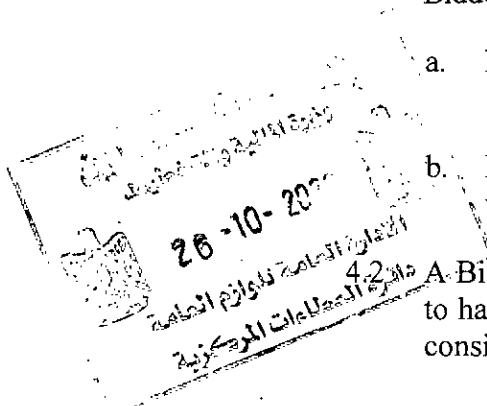
**4. Eligible Bidders**

4.1 Participation in the bidding procedure is open to all interested Bidders except:

a. For those Bidders ruled out by sanctions issued by the UN Security Council.

b. If the Palestinian Authority prohibits commercial relations with the manufacturing entities or with their Countries.

A Bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties



in this bidding process, if they:

- (a) are or have been associated in the past, with a firm or any of its affiliates which have been engaged by the MOE to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under these Bidding Documents; or
- (b) Submit more than one bid in this bidding process.

4.3 Bidders shall provide such evidence of their continued eligibility satisfactory to the (GSD), as the (GSD) shall reasonably request.

**5. Eligible Goods and Related Services**

- 5.1 All the Goods and Related Services to be supplied under the Contract may have their origin in any country except:
- (a) As a matter of law or official regulation, the Palestinian Authority prohibits commercial relations with that Country or with the manufacturing entities.
  - (b) by an Act of Compliance with a Decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Palestinian Authority prohibits any import of goods from that Country or any payments to persons or entities in that Country.

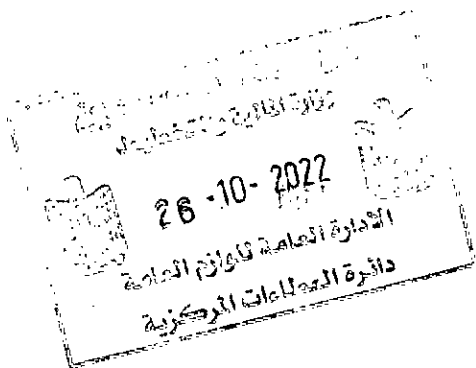
**B. Contents of Bidding Documents**

**6. Sections of Bidding Documents**

6.1 The Bidding Documents consist of Parts 1, 2, and 3, which include all the Sections indicated below, and should be read in conjunction with any Addendum issued in accordance with ITB Clause 8.

**PART 1 Bidding Procedures**

- Section I. Instructions to Bidders (ITB)
- Section II. Bidding Data Sheet (BDS)
- Section III. Evaluation and Qualification Criteria
- Section IV. Bidding Forms
- Section V. Eligible Countries



**PART 2 Supply Requirements**

- Section VI. Schedule of Requirements

**PART 3 Contract**

- Section VII. General Conditions of Contract (GCC)
- Section VIII. Special Conditions of Contract (SCC)
- Section IX. Contract Forms

6.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid.

**7. Clarification of Bidding Documents**

7.1 A prospective Bidder requiring any clarification of the Bidding Documents shall contact the (GSD) in writing at the (GSD)'s address **specified in the BDS**. The (GSD) will respond in writing to any request for clarification, provided that such request is received no later than ten (10) days prior to the deadline for submission of bids. The (GSD) shall forward copies of its response to all those who have acquired the Bidding Documents directly from it, including a description of the inquiry but without identifying its source.

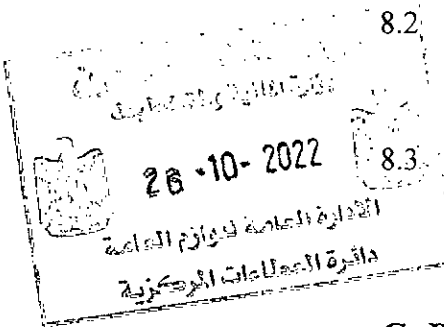
7.2 Should the (GSD) deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB Clause 8 and ITB Sub-Clause 24.3.

**8. Amendment of Bidding Documents**

8.1 At any time prior to the deadline for submission of bids, the (GSD) may amend the Bidding Documents by issuing addendum.

8.2 Any addendum issued shall be part of the Bidding Documents and shall be communicated in writing to all who have obtained the Bidding Documents directly from the (GSD).

8.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the (GSD) may, at its discretion, extend the deadline for the submission of bids, pursuant to ITB Sub-Clause 24.3



**C. Preparation of Bids**

**9. Cost of Bidding**

9.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the (GSD) shall not be responsible or liable for those costs, regardless of the conduct or outcome of

the bidding process.

**10. Language of Bid**

10.1 The Bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the (GSD), shall be written in the language **specified in the BDS**. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages into the language **specified in the BDS**, in which case, for purposes of interpretation of the Bid, such translation shall govern.

**11. Documents Comprising the Bid**

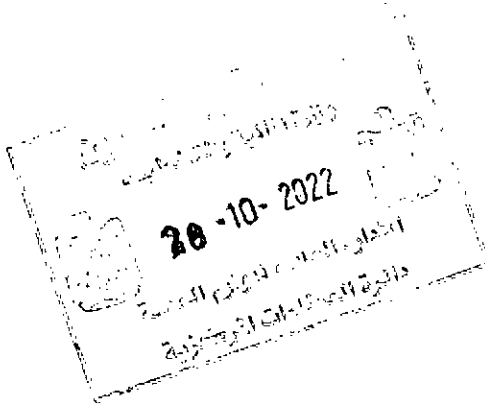
11.1 The Bid shall comprise the following:

- (a) Dully signed Declaration of Undertaking furnished in Section IV.
- (b) Bid Submission Form and the applicable Price Schedules, in accordance with ITB Clauses 12, 14, and 15;
- (c) Bid Security in accordance with ITB Clause 21, if required;
- (d) written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB Clause 22;
- (e) documentary evidence in accordance with ITB Clause 16 establishing the Bidder's eligibility to bid;
- (f) documentary evidence in accordance with ITB Clause 17, that the Goods and Related Services to be supplied by the Bidder are of eligible origin;
- (g) documentary evidence in accordance with ITB Clauses 18 and 30, that the Goods and Related Services conform to the Bidding Documents;
- (h) documentary evidence in accordance with ITB Clause 19 establishing the Bidder's qualifications to perform the contract if its bid is accepted; and
- (i) any other document **required in the BDS**.

**12. Bid Submission Form and Price Schedules**

12.1 The Bidder shall submit the Bid Submission Form using the form furnished in Section IV, Bidding Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

12.2 The Bidder shall submit the Price Schedules for Goods and Related Services, according to their origin as appropriate, using



the forms furnished in Section IV, Bidding Forms

- 13. Alternative Bids** 13.1 Unless otherwise **specified in the BDS**, alternative bids shall not be considered.
- 14. Bid Prices and Discounts**
- 14.1 The prices and discounts quoted by the Bidder in the Bid Submission Form and in the Price Schedules shall conform to the requirements specified below.
- 14.2 All items must be listed and priced separately in the Price Schedules.
- 14.3 The price to be quoted in the Bid Submission Form shall be the total price of the bid, excluding any discounts offered.
- 14.4 The Bidder shall quote any unconditional discounts in the Bid Submission Form and in the Price Schedule Form.
- 14.5 Unless stated otherwise in the bidding documents, the Contract shall be based on the unit rates and prices in the Bills of Quantities submitted by the bidder.
- 14.6 All duties, taxes, and other levies payable by the Supplier under the Contract, or for any other cause, as of the date for submission of bids with the exception of Value Added Tax (VAT), shall be included in the rates and prices and the total Bid Price submitted by the bidder. The bid rates and prices shall also include all associated costs to be borne by the Supplier including all overheads and profits.
- 14.7 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account. A Bid submitted with an adjustable price quotation shall be treated as non responsive and shall be rejected.
- 14.8 Bids are being invited for individual contracts (item) or for any combination of contracts (items). Prices quoted shall correspond to 100 % of the items specified for each item and to 100% of the quantities specified for each item.
- 15. Currencies of Bid** 15.1 The Bidder shall quote in the currency specified in the **BDS**.
- 16. Documents Establishing the Eligibility of the Bidder** 16.1 To establish their eligibility in accordance with ITB Clause 4, Bidders shall complete the Bid Submission Form, included in Section IV, Bidding Forms.

- 17. Documents Establishing the Eligibility of the Goods and Related Services**
- 17.1 To establish the eligibility of the Goods and Related Services in accordance with ITB Clause 5, Bidders shall complete the country of origin declarations in the Price Schedule Forms, included in Section IV, Bidding Forms.
- 18. Documents Establishing the Conformity of the Goods and Related Services**
- 18.1 To establish the conformity of the Goods and Related Services to the Bidding Documents, the Bidder shall furnish as part of its Bid the documentary evidence that the Goods conform to the technical specifications and standards specified in Section VI, Schedule of Requirements.
- 18.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Schedule of Requirements.
- 18.3 Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified in the Schedule of Requirements, are intended to be descriptive only and not restrictive. The Bidder may offer other standards of quality, brand names, and/or catalogue numbers, provided that it demonstrates, to the MOE's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Schedule of Requirements.
- 19. Documents Establishing the Qualifications of the Bidder**
- 19.1 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the (GSD)'s satisfaction:
- (a) that, if **required in the BDS**, a Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV, Bidding Forms to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Palestinian Territories;
- (b) that, in case of a Bidder not doing business within the Palestinian Territories, the Bidder is or will be (if awarded the contract) represented by an Agent in the State of Palestine equipped and able to carry out the Supplier's maintenance, repair and spare parts-stocking obligations

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**Section I. Instructions to Bidders (ITB)**

prescribed in the Conditions of Contract and/or Technical Specifications; and

- (c) that the Bidder meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.

**20. Period of Validity of Bids**

20.1 Bids shall remain valid for the period **specified in the BDS** after the bid submission deadline date prescribed by the GSD. A bid valid for a shorter period shall be rejected by the GSD as non responsive.

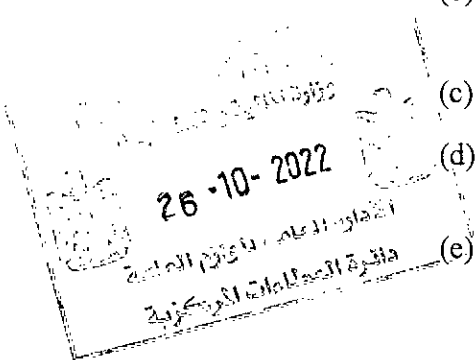
20.2 In exceptional circumstances, prior to the expiration of the bid validity period, the GSD may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB Clause 21, it shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its bid.

**21. Bid Security**

21.1 The Bidder shall furnish as part of its bid, a Bid Security as **specified in the BDS**.

21.2 The Bid Security shall be in the amount specified in the BDS and denominated in the currency of the Bid and shall:

- (a) be issued by a reputable institution selected by the bidder and located in any eligible country. If the institution issuing the Bid Security is located outside the Palestinian Territories, it shall have a correspondent financial institution located in the State of Palestine to make it enforceable. The Bid Security shall comply with the rules of the Palestinian Monetary Authority.
- (b) be strictly in accordance with the form of Bid Security included in Section IV, Bidding Forms.
- (c) be payable promptly upon written demand by the MOE;
- (d) be submitted in its original form; copies will not be accepted;
- (e) remain valid for a period of 28 days beyond the validity period of the bids, as extended, if applicable, in accordance with ITB Clause 20.2;



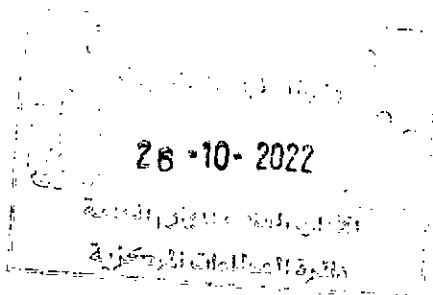
**Section I. Instructions to Bidders (ITB)**

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- 21.3 Any bid not accompanied by a substantially responsive Bid Security shall be rejected by the GSD as non-responsive.
- 21.4 The Bid Security of unsuccessful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security pursuant to ITB Clause 44.
- 21.5 The Bid Security may be forfeited or the Bid Securing Declaration executed:
  - (a) if a Bidder withdraws its bid during the period of bid validity specified in the Bidding Documents; or
  - (b) if the successful Bidder fails to:
    - (i) sign the Contract in accordance with ITB Clause 43;
    - (ii) furnish a Performance Security in accordance with ITB Clause 44.

**22. Format and  
Signing of Bid**

- 22.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB Clause 11 and clearly mark it "ORIGINAL." In addition, the Bidder shall submit copies of the bid, in the number specified in the **BDS** and clearly mark them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.
- 22.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.
- 22.3 Any interlineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Bid.





## D. Submission and Opening of Bids

### 23. Submission, Sealing and Marking of Bids

23.1 Bidders may submit their bids by mail or by hand (submission by E-mail is not allowed). Bidders submitting bids by mail or by hand, shall enclose the original and each copy of the Bid in separate sealed envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." These envelopes containing the original and the copies shall then be enclosed in one single envelope.

23.2 The inner and outer envelopes shall:

- (a) Bear the name and address of the Bidder;
- (b) be addressed to the GSD in accordance with ITB Sub-Clause 24.1;
- (c) bear the specific identification of this bidding process indicated in ITB 1.1 and any additional identification marks as **specified in the BDS**; and
- (d) bear a warning not to open before the time and date for bid opening, in accordance with ITB Sub-Clause 27.1.

23.3 If all envelopes are not sealed and marked as required, the GSD will assume no responsibility for the misplacement or premature opening of the bid.

### 24. Deadline for Submission of Bids

24.1 Bids must be received by the GSD at the address and no later than the date and time **specified in the BDS**.

24.2 If the Bidder choose to submit its bid by mail (submission by E-mail shall not be permitted), the GSD shall not bear any responsibility for any delay in submission.

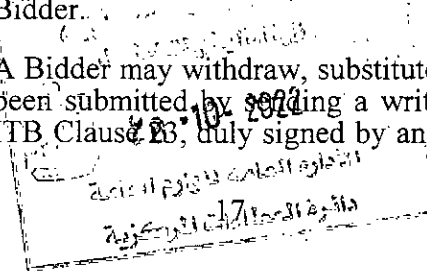
24.3 The GSD may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with ITB Clause 8, in which case all rights and obligations of the GSD and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

### 25. Late Bids

25.1 The GSD shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB Clause 24. Any bid received by the GSD after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.

### 26. Withdrawal, Substitution, and

26.1 A Bidder may withdraw, substitute, or modify its Bid after it has been submitted, by sending a written notice in accordance with ITB Clause 23, duly signed by an authorized representative, and



**Modification of Bids**

shall include a copy of the authorization (the power of attorney) in accordance with ITB Sub-Clause 22.2, (except that no copies of the withdrawal notice are required). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be:

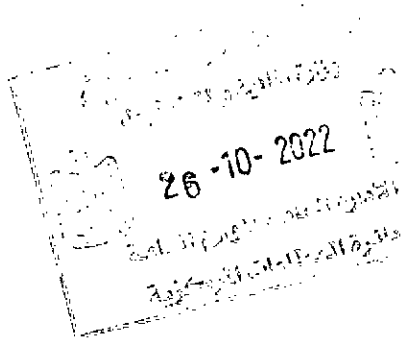
- (a) submitted in accordance with ITB Clauses 22 and 23 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked "WITHDRAWAL," "SUBSTITUTION," or "MODIFICATION;" and
- (b) received by the GSD prior to the deadline prescribed for submission of bids, in accordance with ITB Clause 24.

- 26.2 Bids requested to be withdrawn in accordance with ITB Sub-Clause 26.1 shall be returned unopened to the Bidders.
- 26.3 No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in the BDS or any extension thereof.

**27. Bid Opening**

- 27.1 The GSD shall conduct the bid opening in public at the address, date and time **specified in the BDS.**
- 27.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. If the withdrawal envelope does not contain a copy of the "power of attorney" confirming the signature as a person duly authorized to sign on behalf of the Bidder, the corresponding bid will be opened. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at bid opening. Next, envelopes marked "SUBSTITUTION" shall be opened and read out and exchanged with the corresponding Bid being substituted, and the substituted Bid shall not be opened, but returned to the Bidder. No Bid substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at bid opening. Envelopes marked "MODIFICATION" shall be opened and read out with the corresponding Bid. No Bid modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Bid opening. Only envelopes that are opened and read out at Bid opening shall be considered further.

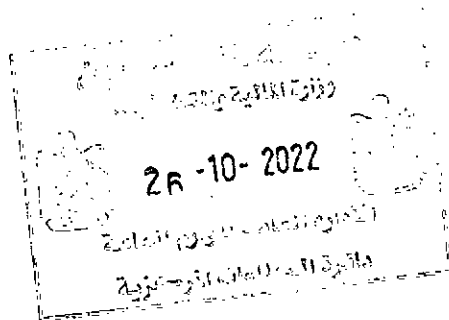
- 27.3 All other envelopes shall be opened one at a time, reading out:



**Section I. Instructions to Bidders (ITB)**

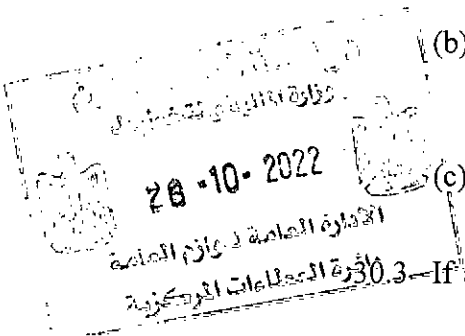
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the name of the Bidder and whether there is a modification; the Bid Prices, including any discounts and alternative offers; the presence of a Bid Security and any other details as the GSD may consider appropriate. Only discounts and alternative offers read out at Bid opening shall be considered for evaluation. No Bid shall be rejected at Bid opening except for late bids, in accordance with ITB Sub-Clause 25.1.



## E. Evaluation and Comparison of Bids

- 28. Confidentiality**
- 28.1 Information relating to the examination, evaluation, comparison, and post-qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.
- 28.2 Any effort by a Bidder to influence the GSD in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.
- 28.3 Notwithstanding ITB Sub-Clause 28.2, from the time of bid opening to the time of Contract Award, if any Bidder wishes to contact the GSD on any matter related to the bidding process, it should do so in writing.
- 29. Clarification of Bids**
- 29.1 To assist in the examination, evaluation, comparison and post-qualification of the bids, the GSD may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the GSD shall not be considered. The GSD's request for clarification and the response shall be in writing. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the GSD in the Evaluation of the bids, in accordance with ITB Clause 31.
- 30. Responsiveness of Bids**
- 30.1 The GSD's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 30.2 A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:
- affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or
  - limits in any substantial way, inconsistent with the Bidding Documents, the GSD's rights or the Bidder's obligations under the Contract; or
  - if rectified would unfairly affect the competitive position of other bidders presenting substantially responsive bids.
- 30.3 If a bid is not substantially responsive to the Bidding Documents,



**Section I. Instructions to Bidders (ITB)**

it shall be rejected by the GSD and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.

**31. Nonconformities, Errors, and Omissions**

31.1 Provided that a Bid is substantially responsive, the GSD may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.

31.2 Provided that a bid is substantially responsive, the GSD may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

31.3 Provided that the Bid is substantially responsive, the GSD shall correct arithmetical errors on the following basis:

- (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the GSD there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

31.4 If the Bidder that awarded the Bid or part of the Bid does not accept the correction of errors, its Bid shall be rejected and its Bid Security shall be forfeited proportionally.

**32. Preliminary Examination of Bids**

32.1 The GSD shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 11 have been provided, and to determine the completeness of each document submitted.

32.2 The GSD shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the offer shall be rejected.

- (a) Bid Submission Form, in accordance with ITB Sub-Clause

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**Section I. Instructions to Bidders (ITB)**

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- 12.1;
- (b) Price Schedules, in accordance with ITB Sub-Clause 12.2;
  - (c) Bid Security, in accordance with ITB Clause 21.
  - (d) The duly signed Declaration of Undertaking attached in Section IV "Bidding Forms"
- 33. Examination of Terms and Conditions; Technical Evaluation**
- 33.1 The GSD shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.
  - 33.2 The GSD shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 18, to confirm that all requirements specified in Section VI, Schedule of Requirements of the Bidding Documents have been met without any material deviation or reservation.
  - 33.3 If, after the examination of the terms and conditions and the technical evaluation, the GSD determines that the Bid is not substantially responsive in accordance with ITB Clause 30, it shall reject the Bid.
- 34. Conversion to Single Currency**
- 34.1 For evaluation and comparison purposes, the GSD shall convert all bid prices expressed in amounts in various currencies into an amount in a single currency **specified in the BDS**, using the selling exchange rates established by the source and on the date **specified in the BDS**.
- 35. Domestic Preference**
- 35.1 Domestic preference shall not be a factor in bid evaluation.
- 36. Evaluation of Bids**
- 36.1 The GSD shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.
  - 36.2 To evaluate a Bid, the GSD shall only use all the factors, methodologies and criteria defined in ITB Clause 36. No other criteria or methodology shall be permitted.
  - 36.3 To evaluate a Bid, the GSD shall consider the following:
    - (a) evaluation will be done for items, as **specified in the BDS**; and the Bid Price as quoted in accordance with clause 14;
    - (b) price adjustment for correction of arithmetic errors in accordance with ITB Sub-Clause 31.3;
    - (c) price adjustment due to discounts offered in accordance with

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**Section I. Instructions to Bidders (ITB)**

ITB Sub-Clause 14.4;

- 36.4 In order to verify quality of product for final award decision it is required to provide original samples at a later stage and prior to the award of the Contract.
- a. Samples of items shall be delivered to the GSD in Ramallah no later than ten (10) days of the GSD request.
  - b. Samples will be inspected and comments on defects will be submitted to Bidders for remedy.
  - c. Corrected samples shall be redelivered within ten (10) days from the receipt of the comments by the Bidder for final inspection.
  - d. Under no circumstances claims for transport from and back to the Supplier will be accepted by the Employer.

**37. Comparison of Bids**

- 37.1 The GSD shall compare all substantially responsive bids.

**38. Post qualification of the Bidder**

- 38.1 The GSD shall determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated and substantially responsive bid is qualified to perform the Contract satisfactorily.
- 38.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 19.
- 38.3 An affirmative determination shall be a prerequisite for award of the Contract to the Bidder. A negative determination shall result in disqualification of the bid, in which event the GSD shall proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

**39. GSD's Right to Accept Any Bid, and to Reject Any or All Bids**

- 39.1 The GSD reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

20-10-2022

## F. Award of Contract

- |                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>40. Award Criteria</b>                                  | 40.1 For each item, the GSD shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid for that item and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>41. GSD's Right to Vary Quantities at Time of Award</b> | 41.1 At the time the Contract is awarded, the GSD reserves the right to increase or decrease the quantity of Goods and Related Services originally specified in Section VI, Schedule of Requirements, provided this does not exceed the percentages <b>specified in the BDS</b> , and without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>42. Notification of Award</b>                           | <p>42.1 Prior to the expiration of the period of bid validity, the GSD shall notify the successful Bidder, in writing, that its Bid has been accepted.</p> <p>42.2 Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.</p> <p>42.3 Upon the successful Bidder's furnishing of the signed Contract Form and performance security pursuant to ITB Clause 44, the GSD will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 21.4.</p>                                                                                                                                                                                                                                                                                                                    |
| <b>43. Signing of Contract</b>                             | 43.1 Within fourteen (14) days of receipt of the notification of award from the GSD, the successful Bidder(s) shall come to the GSD offices in Ramallah to sign the Contract Agreement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>44. Performance Security</b>                            | <p>44.1 Within fourteen (14) days of the receipt of notification of award from the GSD, the successful Bidder shall furnish the Performance Security in accordance with the GCC, using for that purpose the Performance Security Form included in Section IX Contract forms. The GSD shall promptly notify the name of the winning Bidder(s) to each unsuccessful Bidder and discharge the Bid Securities of the unsuccessful bidders pursuant to ITB Sub-Clause 21.4.</p> <p>44.2 Failure of the successful Bidder(s) to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security. In that event the GSD may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by the GSD to be</p> |

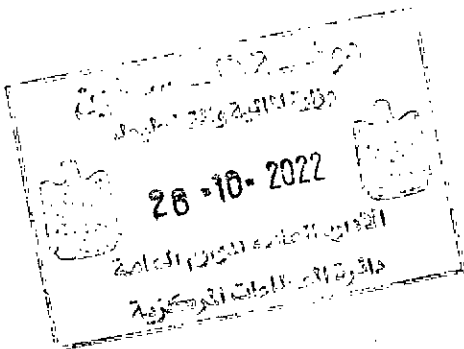
28-10-2022



qualified to perform the Contract satisfactorily.

**45. Reimbursements, Guarantee Or Similar Claimable Payments**

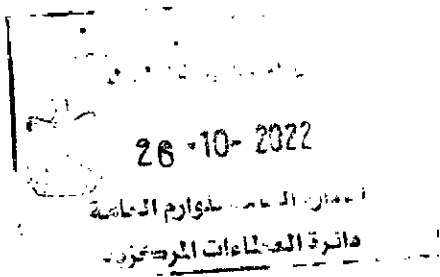
45.1 Any reimbursements, guarantee or similar claimable payments and any insurance payments shall be made to the Palestinian Ministry of Finance's Account Number (219000/49) in the Bank of Palestine, SWIFT Code PALSPS22.



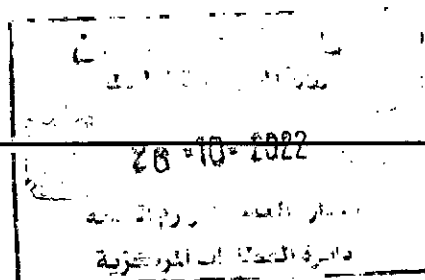
## Section II. Bidding Data Sheet (BDS)

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

<b>A. General</b>	
ITB 1.1	<p><b>The name and identification number of the Tender:</b> Manufacture and supply of school furniture for four schools / Gaza strip (MOE-GSD/ JFA.24. 312235/2022/237).</p> <p><b>The number, identification and names of the items comprising this Bid are:</b> Manufacture and supply of school furniture for four schools / Gaza strip (MOE-GSD/ JFA.24. 312235/2022/237).</p>
ITB 2.1	The name of the Project is: <i>[JFA]</i>
<b>B. Contents of Bidding Documents</b>	
ITB 7.1	<p>For Clarification of bid purposes only, the Directorate of General Supplies.</p> <p><b>address is:</b> Director General of Supplies Directorate of General Supplies. Ministry of Finance Al-Quds Building, 6th Floor, Ramallah, West Bank Tel. ++97022987112 Fax. ++97022987056</p>
<b>C. Preparation of Bids</b>	
ITB 10.1	The language of the bid is " <i>English</i> "
ITB 11.1 (h)	The Bidder shall submit the following additional documents in its bid: No additional documents are required.
ITB 13.1	Alternative Bids shall not be considered.
ITB 14.7	The prices quoted by the Bidder shall not be adjustable.
ITB 14.8	<p>Prices quoted for each item shall correspond at least to 100% of the items specified for each item.</p> <p>Prices quoted for each item shall correspond at least to 100 percent of the</p>



	quantities specified for this item of a item.
<b>ITB 15.1</b>	The Bidder <i>is</i> required to quote in US Dollars.
<b>ITB 19.1 (a)</b>	Manufacturer's authorization is required
<b>ITB 19.1 (b)</b>	After sales service is: <i>required</i>
<b>ITB 20.1</b>	The bid validity period shall be 180 days.
<b>ITB 21.1</b>	Bid shall include a Bid Security issued by a bank in the form included in Section IV Bidding Forms and comply with the conditions of ITB 21.
<b>ITB 21.2</b>	<b>The amount of the Bid Security shall be 3 % of the bidder total bid and valid for 180 days from bid submission date</b>
<b>ITB 22.1</b>	In addition to the original of the bid, the number of copies is: (0)
<b>D. Submission and Opening of Bids</b>	
<b>ITB 23.2 (c)</b>	The inner and outer envelopes shall bear the following additional identification marks: Manufacture and supply of school furniture for four schools / Gaza strip  <b><u>tender number:</u> (MOE-GSD/ JFA.24. 312235/2022/237).</b>
<b>ITB 24.1</b>	For bid submission purposes the address is: Directorate of General Supplies Ministry of Finance Al-Quds Building, 6th Floor, Ramallah, West Bank Tel. ++97022987112  Fax. ++97022987056  The deadline for the submission of bids is: <b><u>Date: 29/11/2022</u></b> <b><u>Time: 10:00 a.m.</u></b>
<b>ITB 27.1</b>	The bid opening shall take place at: Directorate of General Supplies Ministry of Finance Al-Quds Building, 6th Floor, Ramallah, West Bank Tel. ++97022987112



ITB 34.1	Bid prices expressed in different currencies shall be converted in: <b>Not Applicable.</b>
ITB 36.3(a)	<b><u>Bids will be evaluated by item</u></b> the bidder can Price any items listed in the Price Schedule.
ITB 36.3(d)	The adjustments shall be determined using the following criteria, from amongst those set out in Section III, Evaluation and Qualification Criteria:  (a) Deviation in Delivery schedule: <i>No.</i>  (b) Deviation in payment schedule: <i>No.</i>
ITB 36.6	Bidders <i>shall</i> be allowed to quote separate prices for one or more items.
<b>F. Award of Contract</b>	
ITB 41.1	The maximum percentage by which quantities may be increased is: 25%  The maximum percentage by which quantities may be decreased is: 25%

28-10-2022

## Section III. Evaluation and Qualification Criteria

### Contents

#### 1. Post-qualification Requirements (ITB 38.2)



**1. Post-qualification Requirements (ITB 38.2)**

The GSD will carry out the post-qualification of the Bidder in accordance with ITB Clause 38, using only the requirements specified. For any Bidder to pass the post-qualification, he shall satisfy all the requirements listed below. If any of the listed requirements is not fulfilled the Bidder will be considered as unsuccessful and he will not be financially evaluated:

**a. Local Bidders:**

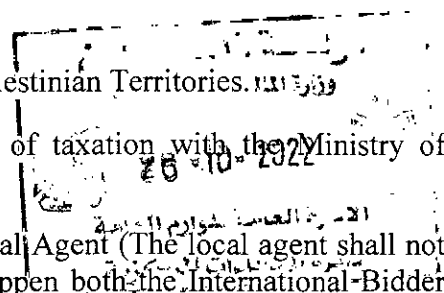
- The Bidder shall be legally registered with the Ministry of National Economy of the Palestinian Authority.
- The Bidder shall be registered for the purpose of taxation with the Ministry of Finance of the Palestinian Authority.
- The Bidder shall submit an approved financial report approved by an authorized legal auditor for the last three years evidencing the generation of profit. If the business life is less than three years then the report shall cover the business life.
- The Bidder shall have locally the following technical capacity requirements:

Item	Requirement
Automatic Thermal Painting Furnace	One Unit
Cutting Machines	Minimum Two
Bending Machines	Minimum Two
CO2 Welding Machine	Minimum Four
Storage Area	Minimum 400 m <sup>2</sup>

Note: If the bidder does not have a painting furnace, he shall indicate the place where the painting shall take place. The place shall be inspected by the GSD to ensure the availability of the furnace.

**b. International Bidders:**

1. The Bidder shall have a legal address in the Palestinian Territories.
2. The Bidder shall be registered for purposes of taxation with the Ministry of Finance of the Palestinian Authority.
3. The Bidder shall have a legally registered Local Agent (The local agent shall not participate in the bid independently. If so happen both the International Bidder and the Local Agent will be disqualified).



4. Financial Capability

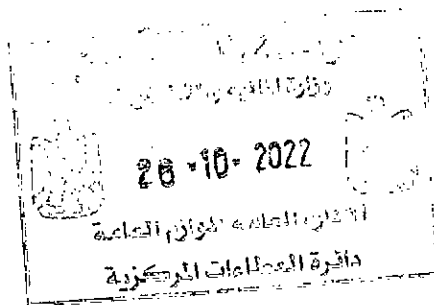
The Bidder shall furnish documentary evidence that it meets the following financial requirement(s):

- The Bidder shall submit an approved financial report for the last three years evidencing the generation of profit.
- Annual average turnover for the last five years not less than TWICE the value of his bid.

5. Experience and Technical Capacity

The Bidder shall furnish documentary evidence to demonstrate that it meets the following experience requirement(s):

- The Bidder shall be in the business for at least the last (5) continuous years.
- The Bidder shall have implemented at least (3) similar contracts over the past (5) years.

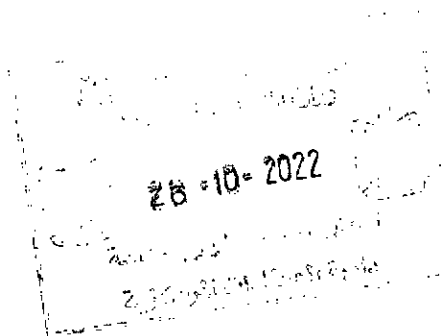


## Section IV. Bidding Forms

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## Declaration of Undertaking

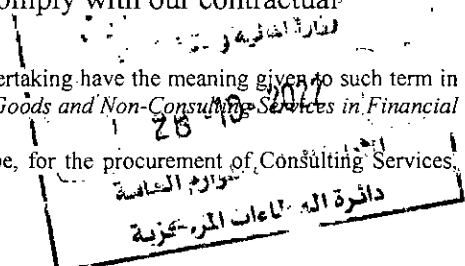
Reference name of the Application/Offer/Contract: ("Contract")<sup>1</sup>

To: ("Project Executing Agency")

1. We recognise and accept that JFA only finances projects of the Project Executing Agency ("PEA")<sup>2</sup> subject to its own conditions which are set out in the Funding Agreement it has entered into with the PEA. As a matter of consequence, no legal relationship exists between JFA and our company, our Joint Venture or our Subcontractors under the Contract. The PEA retains exclusive responsibility for the preparation and implementation of the Tender Process and the performance of the Contract.
2. We hereby certify that neither we nor any of our board members or legal representatives nor any other member of our Joint Venture including Subcontractors under the Contract are in any of the following situations:
  - 2.1) being bankrupt, wound up or ceasing our activities, having our activities administered by courts, having entered into receivership, reorganisation or being in any analogous situation;
  - 2.2) convicted by a final judgement or a final administrative decision or subject to financial sanctions by the United Nations, the European Union or Germany for involvement in a criminal organisation, money laundering, terrorist-related offences, child labour or trafficking in human beings; this criterion of exclusion is also applicable to legal Persons, whose majority of shares are held or factually controlled by natural or legal Persons which themselves are subject to such convictions or sanctions;
  - 2.3) having been convicted by a final court decision or a final administrative decision by a court, the European Union, national authorities in the Partner Country or in Germany for Sanctionable Practice in connection with a Tender Process or the performance of a Contract or for an irregularity affecting the EU's financial interests (*in the event of such a conviction, the Applicant or Bidder shall attach to this Declaration of Undertaking supporting information showing that this conviction is not relevant in the context of this Contract and that adequate compliance measures have been taken in reaction*);
  - 2.4) having been subject within the past five years to a Contract termination fully settled against us for significant or persistent failure to comply with our contractual

<sup>1</sup> Capitalised terms used, but not otherwise defined in this Declaration of Undertaking have the meaning given to such term in JFA "Guidelines for the Procurement of Consulting Services, Works, Plant, Goods and Non-Consulting Services in Financial Cooperation with Partner Countries".

<sup>2</sup> The PEA means the purchaser, the employer, the client, as the case may be, for the procurement of Consulting Services, Works, Plant, Goods or Non-Consulting Services.



obligations during such Contract performance, unless this termination was challenged and dispute resolution is still pending or has not confirmed a full settlement against us;

- 2.5) not having fulfilled applicable fiscal obligations regarding payments of taxes either in the country where we are constituted or the PEA's country;
  - 2.6) being subject to an exclusion decision of the World Bank or any other multilateral development bank and being listed on the website <http://www.worldbank.org/debarr> or respectively on the relevant list of any other multilateral development bank (*in the event of such exclusion, the Applicant or Bidder shall attach to this Declaration of Undertaking supporting information showing that this exclusion is not relevant in the context of this Contract and that adequate compliance measures have been taken in reaction*); or
  - 2.7) being guilty of misrepresentation in supplying the information required as a condition of participation in the Tender.
3. We hereby certify that neither we, nor any of the members of our Joint Venture or any of our Subcontractors under the Contract are in any of the following situations of conflict of interest:
- 3.1) being an affiliate controlled by the PEA or a shareholder controlling the PEA, unless the stemming conflict of interest has been brought to the attention of JFA and resolved to its satisfaction;
  - 3.2) having a business or family relationship with a PEA's staff involved in the Tender Process or the supervision of the resulting Contract, unless the stemming conflict of interest has been brought to the attention of JFA and resolved to its satisfaction;
  - 3.3) being controlled by or controlling another Applicant or Bidder, or being under common control with another Applicant or Bidder, or receiving from or granting subsidies directly or indirectly to another Applicant or Bidder, having the same legal representative as another Applicant or Bidder, maintaining direct or indirect contacts with another Applicant or Bidder which allows us to have or give access to information contained in the respective Applications or Offers, influencing them or influencing decisions of the PEA;
  - 3.4) being engaged in a Consulting Services activity, which, by its nature, may be in conflict with the assignments that we would carry out for the PEA;
  - 3.5) in the case of procurement of Works, Plant or Goods:
    - i. having prepared or having been associated with a Person who prepared specifications, drawings, calculations and other documentation to be used in the Tender Process of this Contract;

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#### Section IV. Bidding Forms

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- ii. having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this Contract;
4. If we are a state-owned entity, and compete in a Tender Process, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.
5. We undertake to bring to the attention of the PEA, which will inform JFA, any change in situation with regard to points 2 to 4 here above.
6. In the context of the Tender Process and performance of the corresponding Contract:
  - 6.1) neither we nor any of the members of our Joint Venture nor any of our Subcontractors under the Contract have engaged or will engage in any Sanctionable Practice during the Tender Process and in the case of being awarded a Contract will engage in any Sanctionable Practice during the performance of the Contract;
  - 6.2) neither we nor any of the members of our Joint Venture or any of our Subcontractors under the Contract shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or Germany; and
  - 6.3) we commit ourselves to complying with and ensuring that our Subcontractors and major suppliers under the Contract comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the Contract and the fundamental conventions of the International Labour Organisation<sup>3</sup> (ILO) and international environmental treaties. Moreover, we shall implement environmental and social risks mitigation measures when specified in the relevant environmental and social management plans or other similar documents provided by the PEA and, in any case, implement measures to prevent sexual exploitation and abuse and gender based violence.
7. In the case of being awarded a Contract, we, as well as all members of our Joint Venture partners and Subcontractors under the Contract will, (i) upon request, provide information relating to the Tender Process and the performance of the Contract and (ii) permit the PEA and JFA or an agent appointed by either of them, and in the case of financing by the European Union also to European institutions having competence under European Union law, to inspect the respective accounts, records and documents, to permit on-the-spot checks and to ensure access to sites and the respective project.
8. In the case of being awarded a Contract, we, as well as all our Joint Venture partners and Subcontractors under the Contract undertake to preserve above mentioned

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**A. <sup>3</sup>** In case ILO conventions have not been fully ratified or implemented in the Employer's country the Applicant/Bidder/Contractor shall, to the satisfaction of the Employer and JFA, propose and implement appropriate measures in the spirit of the said ILO conventions with respect to a) workers grievances on working conditions and terms of employment, b) child labour, c) forced labour, d) worker's organisations and e) non-discrimination.

**Section IV. Bidding Forms**

records and documents in accordance with applicable law, but in any case for at least six years from the date of fulfillment or termination of the Contract. Our financial transactions and financial statements shall be subject to auditing procedures in accordance with applicable law. Furthermore, we accept that our data (including personal data) generated in connection with the preparation and implementation of the Tender Process and the performance of the Contract are stored and processed according to the applicable law by the PEA and JFA.

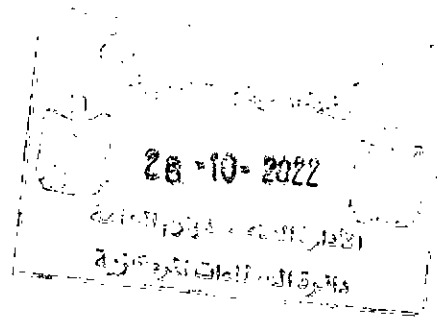
Name: \_\_\_\_\_ In the capacity of: \_\_\_\_\_

Duly empowered to sign in the name and on behalf of<sup>4</sup>: \_\_\_\_\_

Signature:

Dated:

**هام جدا: يجب تعبئة هذا النموذج**



<sup>4</sup> In the case of a JV, insert the name of the JV. The person who will sign the application, bid or proposal on behalf of the Applicant/Bidder shall attach a power of attorney from the Applicant/Bidder.

## Bidder Information Form

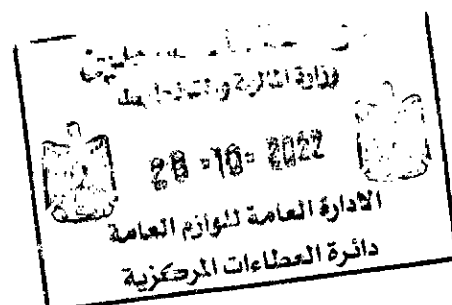
[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: [insert date (as day, month and year) of Bid Submission]

ICB No.: [insert number of bidding process]

Page \_\_\_\_\_ of \_\_\_\_\_ pages

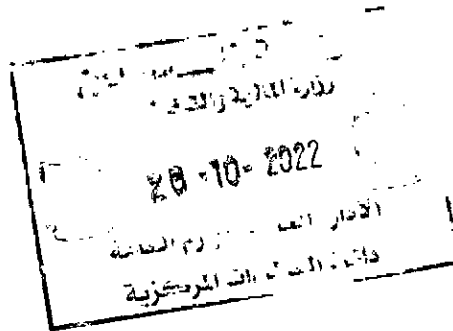
1. Bidder's Legal Name <u>[insert Bidder's legal name]</u>
2. In case of JV, legal name of each party: <u>[insert legal name of each party in JV]</u>
3. Bidder's actual or intended Country of Registration: <u>[insert actual or intended Country of Registration]</u>
4. Bidder's Year of Registration: <u>[insert Bidder's year of registration]</u>
5. Bidder's Legal Address in Country of Registration: <u>[insert Bidder's legal address in country of registration]</u>
6. Bidder's Authorized Representative Information Name: <u>[insert Authorized Representative's name]</u> Address: <u>[insert Authorized Representative's Address]</u> Telephone/Fax numbers: <u>[insert Authorized Representative's telephone/fax numbers]</u> Email Address: <u>[insert Authorized Representative's email address]</u>



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7. Attached are copies of original documents of check the box(es) of the attached original documents.

- Articles of Incorporation or Registration of firm named in 1, above, in accordance with ITB Sub-Clauses 4.1 and 4.2.
- In case of JV, letter of intent to form JV or JV agreement, in accordance with ITB Sub-Clause 4.1.
- In case of government owned entity from the GSD's country, documents establishing legal and financial autonomy and compliance with commercial law.



## Joint Venture Partner Information Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below].

Date: [insert date (as day, month and year) of Bid Submission]

ICB No.: [insert number of bidding process]

Page        of        pages

1. Bidder's Legal Name: <u>[insert Bidder's legal name]</u>
2. JV's Party legal name: <u>[insert JV's Party legal name]</u>
3. JV's Party Country of Registration: <u>[insert JV's Party country of registration]</u>
4. JV's Party Year of Registration: <u>[insert JV's Party year of registration]</u>
5. JV's Party Legal Address in Country of Registration: <u>[insert JV's Party legal address in country of registration]</u>
6. JV's Party Authorized Representative Information Name: <u>[insert name of JV's Party authorized representative]</u> Address: <u>[insert address of JV's Party authorized representative]</u> Telephone/Fax numbers: <u>[insert telephone/fax numbers of JV's Party authorized representative]</u> Email Address: <u>[insert email address of JV's Party authorized representative]</u>
7. Attached are copies of original documents of: <u>[check the box(es) of the attached original documents]</u> <input type="checkbox"/> Articles of Incorporation or Registration of firm named in 2, above, in accordance with ITB Sub-Clauses 4.1 and 4.2. <input type="checkbox"/> In case of government owned entity from the GSD's country, documents establishing legal and financial autonomy and compliance with commercial law.

28-10-2022  
الأدارة العامة للتزاور العامة  
دائرة العدلاءات المركزية

## Bid Submission Form

[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: [insert date (as day, month and year) of Bid Submission]

ICB No.: [insert number of bidding process]

Invitation for Bid No.: [insert No of IFB]

Alternative No.: [insert identification No if this is a Bid for an alternative]

To: [insert complete name of GSD]

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: \_\_\_\_\_ [insert the number and issuing date of each Addenda];
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services \_\_\_\_\_ [insert a brief description of the Goods and Related Services];
- (c) The total price of our Bid, excluding any discounts offered in item (d) below, is: \_\_\_\_\_ [insert the total bid price in words and figures, indicating the various amounts and the respective currencies];
- (d) The discounts offered and the methodology for their application are:

**Discounts.** If our bid is accepted, the following discounts shall apply. \_\_\_\_\_ [Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies.]

- (e) Our bid shall be valid for the period of time specified in ITB Sub-Clause 20.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 24.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 44 and GCC Clause 17 for the due performance of the Contract;
- (g) We, including any subcontractors or suppliers for any part of the contract, are of nationality from eligible countries \_\_\_\_\_ [insert the nationality of the Bidder, including that of all

الادارة العامة  
للخدمات البلدية  
بمدينة الرياض  
رقم العقد: 10-2022  
دائرة المشتريات البلدية



**Section IV. Bidding Forms**

*parties that comprise the Bidder, if the Bidder is a JV, and the nationality each subcontractor and supplier]*

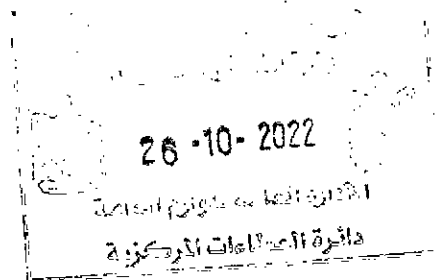
- (h) We have no conflict of interest in accordance with ITB Sub-Clause 4.2;
- (i) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by the UN Security Council, under the GSD's country laws or official regulations, in accordance with ITB Sub-Clause 4.1;
- (k) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (l) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: \_\_\_\_\_ *[insert signature of person whose name and capacity are shown]*  
In the capacity of \_\_\_\_\_ *[insert legal capacity of person signing the Bid Submission Form]*

Name: \_\_\_\_\_ *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: \_\_\_\_\_ *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

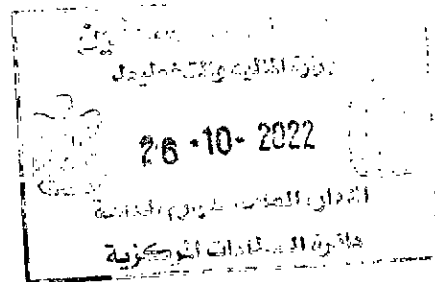


## Price Schedule Form

Name of Bidder \_\_\_\_\_ Tender No. \_\_\_\_\_

**MOE-GSD/ JFA.24. 312235/2022/237**

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
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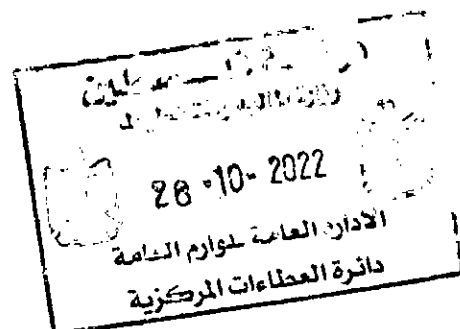
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		2400	NO	<p><u>Tow Pupil's Table secondary grades:45x115cm, Height 76cm Secondary School</u></p> <p>.1Metal framework</p> <ul style="list-style-type: none"> <li>•The metal framework shall be made from profil bar. Dimensions: 20 x 20 mm and 40 x 20 mm, thickness: 1.5 mm.</li> <li>•All metal pieces are to be welded together properly, strongly and in conformity with regulations</li> <li>•Co2 welding should be applied</li> <li>•Ride the hanger of iron twined for schoolbag diameter of 5 mm, number 2 on the both sides , 12 cm length of the hanger bent double (on request. (</li> <li>•All ends of the iron squares must be covered with plastic. Plastic heels are to be installed under the legs to elevate the iron parts from the ground and must be fixed with metal screw thread.</li> </ul> <p>.2Table Board</p> <ul style="list-style-type: none"> <li>•The table board shall be made of "Sandwich" wood. Thickness: 17mm, "A" type, dimensions: 115x45cm, covered with Formica from the inside and outside. Thickness not less than 0.8 mm on the two-sided, the upper surface colored by light gray. Not to use wood or tied Formica.</li> <li>•The face should be fixed by plastic frame (poly propene) by injection into special molds, thickness not less than 7 mm, black color, the frame should be solid fixed with surface and thickness equal on all sides.</li> <li>•The surface should be wraps by gelatin or nylon to save the tables during transport and storage.</li> <li>•Prove the face of the table on the chassis sheet with rough nib screw, category 3.5 cm number 12 and the installation is done from the bottom.</li> </ul> <p>.3Painting</p> <ul style="list-style-type: none"> <li>•All metal part shall be painted after being cleared from oil using special thermal control painting for metal furniture like electrostatic powder (<b>7016 RAL color.</b>)</li> <li>•Automatic spray painting shall be applied to be followed by a drying process in a thermal furnace. Painting of iron, assembly, delivery and storage • must be carried out away from climatic influence i.e. sun, dust etc</li> </ul>	1 ;

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 الإدارة العامة - زوارة  
 دائرة العدل ان المور - زوارة

## Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		4800	NO	<p><u>Pupil's chair Dekel type: Width of chair 43 cm, Height of chair 46cm</u> <u>Secondary School</u></p> <p>.1Metal framework            •The metal framework shall be made of metal pipes 25mm dia. With thickness 1.5mm, the legs shall be made of metal pipes 25mm dia , the base &amp; back shall be made of metal pipes19 mm dia.,.            •All metal pipes are to be welded together properly, strongly and in conformity with regulations, CO2 welding shall be applied.            •Pipes of the base and back are gathered with legs on the horizontal beams.            •The horizontal beams shall be made from profil ofali 10/20, thickness 1.25mm.            •Plastic heels are to be installed at the bottom of the chair's legs.</p> <p>.2Chair back and seat            •Chair back and seat shall be made out of reinforced plastic, color light gray.            •The chair back shall be fixed as per drawings.            •The seat shall be fixed <u>by noresta pieces0.6-0.5 . thickness.</u> and fixed with a beam of iron for this purpose Sample <u>must be provided</u></p> <p>.3Painting            •All metal part shall be painted after being cleared from oil using special thermal control painting for metal furniture like electrostatic powder (<u>7016 RAL color.</u>)            •Automatic spray painting shall be applied to be followed by a drying process in a thermal furnace.            • Painting, assembly, delivery and storage must be carried out away from climatic influence i.e. sun, dust etc. height of chair = 46cm. width= 43 cm</p>	2



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Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		96	NO	<p>Teacher's Table - Height 78 cm</p> <p>Metal framework .1 The metal framework shall be made from profile • bar. Dimensions: 20x20mm &amp; 40x20mm, .thickness: 1.25mm All metal pieces are to be welded together .1 properly, strongly and in conformity with .regulations .Co2 welding shall be applied .2 All ends of the iron squares must be covered .3 .with plastic Plastic heels are to be installed under the legs to .4 elevate the iron parts from the ground and must be .fixed with metal screw thread</p> <p>Table Board .2 The table board shall be made of "sandwich" .5 wood, thickness: 17mm, "A" type, and dimensions: 110x54cm covered with Formica from the inside and outside. Thickness not less than 0.8 mm on the two-sided, colored by light gray. Not to use .wood or tied Formica The face should be fixed by plastic frame (poly .6 propene) by injection into special molds, thickness not less than 7 mm, black color, the frame should be solid fixed with surface and thickness equal on .all sides The surface should be wraps by gelatin or nylon .7 .to save the tables during transport and storage Prove the face of the table on the chassis sheet .8 with rough nib screw, category 3.5 cm number 12 .and the installation is done from the bottom a front face of the same type and specifications .9 to be fixed on the upper face, category 3.5 number .10. installation to be done from inside Painting .3 All metal part shall be painted after being cleared • from oil using special thermal control painting for metal furniture like electrostatic powder (<b>7016 RAL</b> .<b>color</b> Automatic spray painting shall be applied to be • .followed by a drying process in a thermal furnace . Painting, assembly, delivery and storage must be • carried out away from climatic influence i.e. sun, .dust etc height of table= 78cm</p>	3

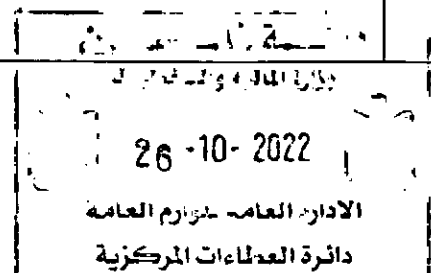
26-10-2022  
الإدارة العامة لموازم العمامة  
دائرة المعدلات المترجمة

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Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		96	NO	<p>Teacher's chair: Height 46cm, Width 48cm</p> <p>Metal framework .1                      The metal framework shall be made from • profile bar. Dimensions: 20 x 20 mm, thickness 1.25 mm                      All metal pieces are to be welded • together properly, strongly and in conformity with regulations                      .CO2 shall be used in welding •                      All ends of the iron squares must be • covered with plastic                      The horizontal beams shall be made • from profil 25x15 mm, thickness 1.25mm                      Plastic heels are to be installed at the • bottom of the chair's legs</p> <p>Chair back and seat .2                      Chair back and seat shall be made out of • reinforced plastic. Thickness not less than .5 mm. light gray color                      Measurements of plastic chair back are • .22 x 43 cm                      Measurements of plastic seat 42 x 43 • .cm                      The chair back shall be fixed by metal • screw; length: 3.5 cm required number 2. It shall be fixed from the backside                      The seat shall be fixed by metal screw; • length: 3.5 cm required number; 2. It shall be fixed from the bottom</p> <p>Painting .3                      All metal part shall be painted after being • cleared from oil using special thermal control painting for metal furniture like (electrostatic powder (<b>7016 RAL color</b> Automatic spray painting shall be applied • to be followed by a drying process in a thermal furnace</p> <p>Painting, assembly, delivery and storage must be carried out away from climatic influence i.e. sun, dust etc</p> <p>height= 46cm. width= 48cm</p>	4

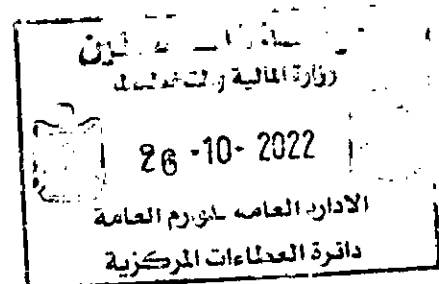
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		34	NO	<p>Manger Desk: 3-Drawers and Cabinet, 70x160 with Height 75cm</p> <p>.1Desk</p> <ul style="list-style-type: none"> <li>•The desk shall be made of "sandwich" wood "A" type, thickness: 17 mm as min. surrounding by beech wood zan bark. Not use the connected wood in all desk parts.</li> <li>•The cant installed from the same wood on the bottom of the frame face width of 3 cm and the cants of the 2 side stands from front and back, width 9 cm to become Thickness 34 mm.</li> <li>•Install beech wood zan wood frame, thickness not less than 10mm surrounding the wood surface edge.</li> <li>•The middle stand should be made from the surface wood and zan edge fixed on the low edge and the stand should have the same height.</li> <li>•The wood surface should put together by metal clips particularly for furniture. (Provide sample.)</li> <li>•Knobs of good quality shall be installed on the compartment and drawer in a way which allows for smooth opening and closing.</li> </ul> <p>.2Cupboard &amp; Drawers</p> <ul style="list-style-type: none"> <li>•Make from the same desk wood.</li> <li>•Back and floors should be fixed from Ablakaj wood, thickness 4 mm.</li> <li>•Combines the rudder of the cupboard by metal hinges excellent quality such as Hettish or its equivalent, taking into account that the cupboard to the left of the desk.</li> <li>•Install metal knob of the cupboard and drawers of excellent type so that at least the weight of the knob about 35 gm. (provide a sample.)</li> <li>•Locker should be installed, double closes, good quality, for top drawer and the helm of the cupboard.</li> <li>•The drawers and cupboard should be movable with good quality wheels.</li> </ul>	5



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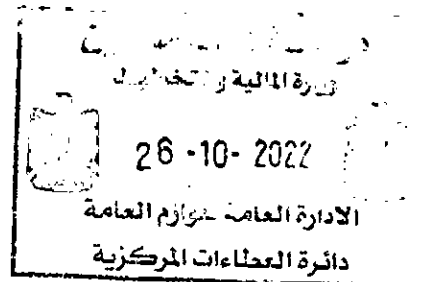
Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		40	NO	<p>employee Desk: 3-Drawers 70x120 with Height 75cm</p> <p>.1Desk</p> <ul style="list-style-type: none"> <li>•The desk shall be made of "sandwich" wood "A" type, thickness: 17 mm as min. surrounding by beech wood zan bark <u>From both sides</u>. Not use the connected wood in all desk parts.</li> <li>•The cant installed from the same wood on the bottom of the frame face width of 3 cm and the cants of the 2 side stands from front and back, width 9 cm to become Thickness 34 mm.</li> <li>•Install beech wood zan wood frame, thickness not less than 10mm surrounding the wood surface edge.</li> <li>•The middle stand should be made from the surface wood and zan edge fixed on the low edge and the stand should have the same height.</li> <li>•The wood surface should put together by metal clips particularly for furniture. (Provide sample.)</li> <li>•Knobs of good quality shall be installed on the compartment and drawer in a way which allows for smooth opening and closing.</li> </ul> <p><u>Drawers</u></p> <ul style="list-style-type: none"> <li>•Make from the same desk wood.</li> <li>•Back and floors should be fixed from Ablakaj wood, thickness 4 mm.</li> <li>•Combines the rudder of the cupboard by metal hinges excellent quality such as Hettish or its equivalent, taking into account that the cupboard to the left of the desk.</li> <li>•Install metal knob of the cupboard and drawers of excellent type so that at least the weight of the knob about 35 gm. (provide a sample.)</li> <li>•Locker should be installed, double closes, good quality, for top drawer and the helm of the cupboard.</li> </ul>	6





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Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		60	NO	<p><u>Swivel Chair for employee</u></p> <p>.1Metal framework</p> <ul style="list-style-type: none"> <li>•A swivel chair with 5 rolls, the back and seat are upholstered</li> <li>•The seat should be made from strong aluminum.</li> <li>•Works by a manual control (Jack shiny chrome plated + slab) for lifting and unloading, excellent type "Italian", "should provide a sample of Jack and the slab before the installation"</li> <li>•Can be controlled by the slab to move the back to behind and forward.</li> <li>•The chair arms coated (glossy chrome) and install rests for hands.</li> </ul> <p>.2Chair back and seat</p> <ul style="list-style-type: none"> <li>•The back and the seat upholstered with sponge and covered by medical leather.</li> <li>•The chair should be wrapped by gelatin or nylon to save them during transport and storage.</li> </ul> <p>(Sample should be provided) •</p>	7

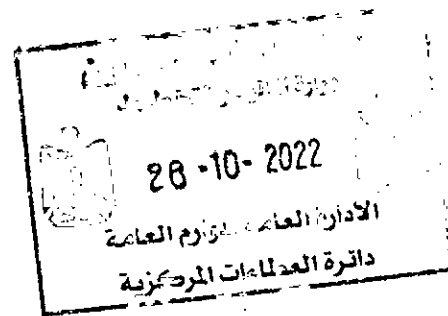


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Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		88	NO	<p><u>Wooden Cabinet with Glass doors, length without legs 180, width 120, depth 40 cm</u></p> <ul style="list-style-type: none"> <li>•Made of "sandwich" wood "A" type, thickness: 17 mm as min. surrounding by zan bark. Not use the connected wood in all desk parts.</li> <li>•All parts should be gathered by ironed angles width 3.5 cm, and should be balanced.</li> <li>•Install a vertical partition divide the cabinet into 2 equal parts.</li> <li>•The back should be installed by Ablakaj wood, good quality, and without any knots, thickness 4 mm.</li> <li>•The back fixing by Rakoll glue or equivalent and pins not less than 30 pins.</li> <li>•The edges of cabinet should be coated by zan cant thickness not less than 1 cm, including the shelves, dividers and shutters from inside and outside.</li> <li>•Install unstable shelves number 3 for each part from the same wood.</li> <li>•Install 2 shutters for the cabinet from the same wood by Hettish knobs or equivalent, fixed by glass from inside 4mm.</li> <li>•Should emery and soften the wood and prepare it for paint</li> <li>•Paint all wood's surfaces (as required color) properly with glossy varnish layer.</li> <li>•Install metal knobss of excellent type so that at least the weight of the knob about 35 gm. grey color. Locker should be installed, double closes, and good quality (provide a sample.)</li> <li>•Install Negel legs, dark red color, height 10 cm.</li> </ul> <p>The ministry should be consulted (regarding the sample)</p>	8

Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		106	NO	<p><u>Wooden Meeting Table 180 cm</u></p> <ul style="list-style-type: none"> <li>•The Table Board shall be made of "sandwich" strong wood "A" type, thickness: 17 mm, encrusted with beech wood (zan) layer. Not to use the connected wood in all table's parts</li> <li>•Install frame, width 3 cm in the bottom of the surface edge, width 9 cm for both wooden stands from top and back so that board's thickness shall be 34 mm.</li> <li>•Beech wood shall be used in the covering process of the edges of the table, the thickness not less than 10 mm.</li> <li>•Should emery and soften the wood and prepare it for paint properly with glossy varnish layer. (as required color)</li> <li>•Plastic heels are to be fixed in the bottom of stands, number 2 for each stand.</li> <li>•All table parts should be put together by metal clips properly.</li> <li>•The tables should be covered by gelatin or nylon to save the tables during transport and storage .</li> </ul> <p>Painting, assembly, delivery and storage • must be carried out away from climatic influence i.e. sun, dust etc. dimensions: length:180cm. width: 70cm. height: 75 cm</p>	9



Section IV. Bidding Forms

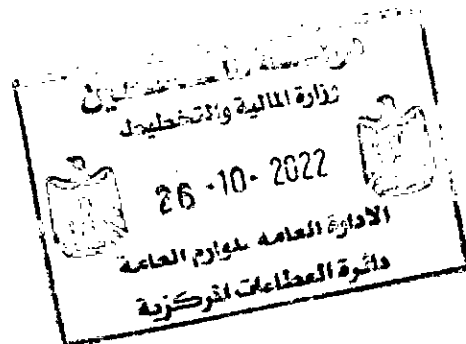
Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		935	NO	<p><u>Metal chair, coated with Leather-Diana</u></p> <p>.1Metal framework            •The metal framework legs shall be made of ofali steel 15\30 diameters, thickness: 1.25mm.            •all metal ends should be covered with plastic            •All metal pieces are to be welded together properly, strongly and in conformity with regulations.            •Co2 welding shall be used.            •Plastic heels are to be installed under the legs to elevate the iron parts from the ground.</p> <p>.2Chair seat            •the seat is made from sandwich wood with thickness of 17mm. Not connecting wood should be used.. the back and seat should be filled with strong sponge of 4cm thickness and coated with good quality leather, color is upon request. provide a sample of the leather.            •The seat is fitted with the metal framework by metal screws. Number of 3.8cm screws :4 from the back and 4 from under the base</p> <p>.3Painting            •All metal parts shall be painted after being cleaned from oil using special thermal control painting for metal furniture like electrostatic powder. Decided by the engineer            •Automatic spray painting shall be applied to be followed by a drying process in a thermal furnace.            Painting of iron, assembly, delivery and storage must be carried out away from climatic influence i.e. sun, dust etc</p>	10

Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		40	NO	<p><u>Wooden Cabinet for teachers with 10 compartments</u>  <u>Width = 80 cm</u>  <u>Depth = 40 cm</u>  <u>Height = 200 cm without legs</u></p> <ul style="list-style-type: none"> <li>•The Cabinet shall be made of "sandwich" strong wood "A" type, thickness: 17 mm, encrusted with beech wood (zan) layer. Not to use the connected wood in all cabinet's parts</li> <li>4 •mm Ablakaje wooden back.</li> <li>•The cabinet equally divided into 10 shelves as attached with the same wood type and outside frame thickness. The shelf spaces are equal</li> <li>•The front edges of cabinet should be coated by beech wood zan cant thickness not less than 1 cm, including the shelves, dividers and shutters.</li> <li>•The back fixing by Rakoll glue or equivalent and pins not less than 30 pins.</li> <li>•Combines the rudder of the cabinet by metal hinges excellent quality such as Hettish or its equivalent number:2 ,</li> <li>•Install metal knob and locker double closed of the cabinet of excellent type so that at least the weight of the knob about 35 gm, silver color, measurement card 10x5 cm. (provide a sample of locker and hands.)</li> <li>4 •plastic legs are to be installed, height 10 cm, (provide a sample.)</li> <li>•Should emery and soften all parts of wood including stands, ceiling, and cabinet back from inside .</li> <li>•Paint all wood's surfaces (as required color) properly with glossy varnish layer.</li> <li>•Painting, assembly, delivery and storage must be carried out away from climatic influence i.e. sun, dust etc.</li> <li>The surface should be wraps by gelatin or nylon to save the tables during transport and storage</li> </ul>	11

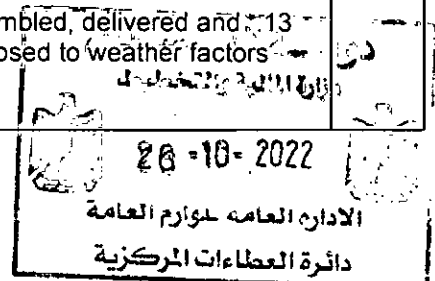
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		40	NO	<p><u>Wooden Cabinet with 4 drawers</u></p> <ul style="list-style-type: none"> <li>• Made of "sandwich" wood "A" type, thickness: 17 mm as min. surrounding by zan bark. Not use the connected wood in all desk parts. three vertical dividers should be installed to divide the cabinet into 4 parts. a drawer from the same wood should be installed moving on special metal tracks (مسلوت بيله اسكة) with metal handlers of excellent type 35gm, grey color. provide a sample and a locker of excellent type. provide a sample</li> <li>• All parts should be gathered by ironed angles width 3.5 cm, and should be balanced.</li> <li>•for every drawer two metal angels should be installed to hang files. provide a sample</li> <li>• The back should be installed by the same type of wood, a Zan wood belt should be made for all wood edges with thickness of 10mm</li> <li>• Should emery and soften the wood and prepare it for paint</li> <li>• Paint all wood's surfaces (as required color) properly with glossy varnish layer. ) with 8 دقرة / مسطرة 8 • Install plastic heels ( screws, 2 for every ruler, dimensions: depth= 50cm. width= 45cm. height= 133cm</li> </ul>	12



Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		40	NO	<p><b>Rectangular library table</b>  The conditions and specifications required for the implementation of a rectangular table for the library are made within the following conditions:  metal structure:  .1It is made of iron pipes with a diameter of 32 mm for legs and 19 mm for crossbars, thickness of 1.25 mm  .2All metal parts are welded together in a continuous and solid manner, provided that the table is balanced  .3The type of welding required is CO2.  .4Simplified iron pieces shall be installed on the metal structure with a thickness of not less than 2 mm and a width of 1.5 cm to install the face  .5Plastic heels are installed in the legs in order to lift the iron off the ground  table face:  .6It is made of sandwich wood, 17 mm thick, type "A" measuring 60 x 120 cm, and the face is worn Matte Formica, a thickness of not less than 0.6 mm, the color is upon request and does not use wood or conductive Formica  .7A frame of the same type of wood shall be installed on a wire below the face, with a width of 3 cm  .8A belt made of beech wood, thickness of 15 mm, is installed on the side of the face of the table  .9Duly paint the beech cream with transparent lacquer paint  .10The face of the table is fixed to the metal structure with 8 screws, 1.5 cm, and the installation is done  From the bottom  paint:  .11All metal parts, after being cleaned of oils, should be painted with a thermal paint of the type of electrostatic powder  Color RAL 7016  .12The automatic spraying method is used in the painting process and then heating inside thermal ovens.  It must be painted, assembled, delivered and stored in places not exposed to weather factors such as dust and sun  Table height = 76 cm</p>	13



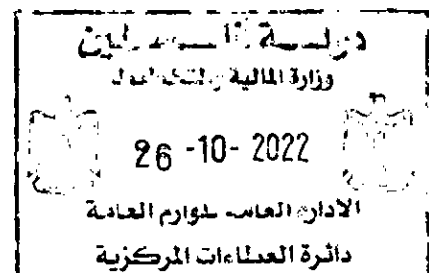
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		44	NO	<p><b>Round library table</b>  Conditions and specifications required for the implementation of a circular table for the library  Manufactured under the following conditions:  metal structure:  .1It is made of iron pipes with a diameter of 32 mm for legs and 19 mm for crossbars, thickness of 1.25 mm  .2All metal parts are welded together in a continuous and solid manner, provided that the table is balanced  .3The type of welding required is CO2.  .4Simplified iron pieces shall be installed on the metal structure with a thickness of not less than 2 mm and a width of 1.5 cm to install the face  .5Plastic heels are installed in the legs in order to lift the iron off the ground  table face:  .6It is made of sandwich wood, 17 mm thick, type "A", 110 cm in diameter, and the face is covered with Formica  Matt, thickness of not less than 0.6 mm, color on request and does not use wood or conductive Formica  .7A frame of the same type of wood shall be installed on a wire below the face, with a width of 3 cm  .8A belt made of beech wood, thickness of 15 mm, is installed on the side of the face of the table  .9Duly paint the beech cream with transparent lacquer paint  .10The face of the table is fixed to the metal structure with 8 screws, 1.5 cm, and the installation is done  From the bottom  paint:  .11All metal parts, after being cleaned of oils, should be painted with a thermal paint of the type of electrostatic powder  Color RAL 7016  .12The automatic spraying method is used in the painting process and then heating inside thermal ovens.  It must be painted, assembled, delivered and stored in places not exposed to weather factors such as dust and sun  Table height = 76 cm</p>	14



Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		48	NO	<p><u>Library Shelving Cabinet</u> Height = 180 cm  Conditions and specifications required in the implementation of a library shelving cabinet:  Manufactured under the following conditions:  .1It is made of plywood (sandwich) 17 mm thick, covered with beech veneer, and conductive wood is not used  In all parts of the cabinet  .2The back cover shall be installed from first toasted, knot-free plywood, thickness of 4 mm  .3The front cabinet letters shall be clad with beech wood of at least 1 cm thickness, including shelves  .4The cabinet has a fixed bottom shelf, 4 non-fixed shelves and unstable plastic prints for lifting and lowering shelves  .5The process of fixing the back is carried out by means of screws with a length of 1.5 cm, number 30  .6The wood is sanded and smoothed and prepared for painting  .7All wood faces are duly painted, color customized, and glossy varnish is applied  .8Plastic stubs (rulers) are installed at the bottom of the cabinet with 2 screws for each ruler  .9Dimensions:  Height = 180 cm  Width = 80 cm  Depth = 40 cm</p>	15



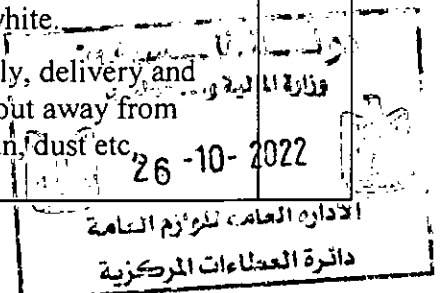
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		60	NO	<p><u>Library Shelving Cabinet</u> Height = 150 cm  Conditions and specifications required in the implementation of a library shelving cabinet:  Manufactured under the following conditions:  .1It is made of plywood (sandwich) 17 mm thick, covered with beech veneer, and conductive wood is not used  In all parts of the cabinet  .2The back cover shall be installed from first toasted, knot-free plywood, thickness of 4 mm  .3The front cabinet letters shall be clad with beech wood of at least 1 cm thickness, including shelves  .4The cabinet has a fixed bottom shelf, 4 non-fixed shelves and unstable plastic prints for lifting and lowering shelves  .5The process of fixing the back is carried out by means of screws with a length of 1.5 cm, number 30  .6The wood is sanded and smoothed and prepared for painting  .7All wood faces are duly painted, color customized, and glossy varnish is applied  .8Plastic stubs (rulers) are installed at the bottom of the cabinet with 2 screws for each ruler  .9Dimensions:  Height = 150 cm  Width = 80 cm  Depth = 40 cm</p>	16

دولة الكويت  
وزارة التعليم العالي والبحث العلمي  
26-10-2022  
الادارة العامة لدوام التامة  
دائرة العطاءات المركزية

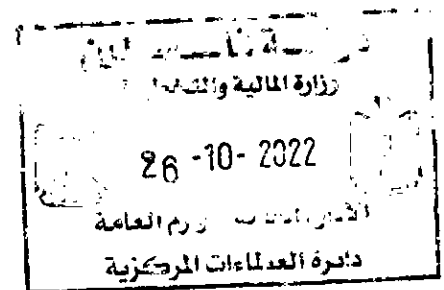
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		4	NO	<p>For the use of students in First-aid Rooms.</p> <p><b>Examination Bed</b></p> <p><b>B. Technical Specifications</b></p> <p><b>1. Metal framework</b>                      The metal framework shall be made from steel pipe.                      The outside Frame shall be painted steel pipe.                      The Backrest shall be made of steel and regulable by semiautomatic toothed rack.                      The Roll-Holder shall be made of steel and permits the application of disposable sheets in roll-form.</p> <p><b>2. Surface of Bed</b>                      The surface shall be padded and covered with washable plastic material</p> <p><b>3. Dimensions</b>                      180 X 60 X 77 cm</p> <p><b>4. Painting</b>                      - All metal shall be painted after applying anticorrosive treatment with at least three stages and cleaned from oil, grease, dust, rust and other dirt using special thermal control painting for metal furniture to form a layer of base painting of (iron phosphate) (0.4 – 0.8) gm/m<sup>2</sup>.                      - Automatic spray painting shall be applied to be followed by a drying process in a thermal furnace with suitable temperature and time for the process.                      - Thickness of painting (60 – 80) micron.                      - (Epoxy polyester powder) paint should be used, color: white.</p> <p>Painting of iron, assembly, delivery and storage must be carried out away from climatic influence i.e. sun, dust etc.</p>	17



Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		4	NO	:relaxing bed cm width, 190 cm length, made of 80 natural bamboo, height 63 cm from the top, 42 cm from the middle and 32 cm from the bottom, high pressure foam mattress 5 cm (blue) in addition to 1 cm acrylant, coverlet of satin fabric, color according to samples, zipper from the bottom, 2 pillows 90*40 low pressure foam 40% and a 1cm layer of acrylate, covered in the same fabric, zip at the bottom	18



## Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		354	NO	<p><b>. Technical Specifications</b></p> <p><b>1. Chair Frame and Seat (Stool)</b>            Height: 60 cm.            Four-legged stool chair.            The legs shall be made of metal profile pipe 22 mm in diameter and 1.25 mm thick as shown on attached figure.            The chair shall have two rings made of metal profile pipes of 16 mm in diameter and 1.25 mm in thickness.            All metal parts shall be welded using CO2 continuous welding.            The seat shall have a disc-like shape, diameter 34 cm made of Natural Sweden wood 34 mm thick, painted with lacquer paint OR dislike shape concave diameter 34 cm made out of reinforced plastic. Thickness 3-5mm, weight not less than 500gm            The seat shall be fixed to the metal framework by using galvanized metal screws, (3 cm).            Number of screws: 4.            Plastic heels are to be installed under the chair at the metal open ends.</p> <p><b>2. Painting</b></p> <ul style="list-style-type: none"> <li>- All metal shall be painted after applying anticorrosive treatment with at least three stages and cleaned from oil, grease, dust, rust and other dirt using special thermal control painting for metal furniture to form a layer of base painting of (iron phosphate) (0.4 – 0.8) gm/m<sup>2</sup>.</li> <li>- Automatic spray painting shall be applied to be followed by a drying process in a thermal furnace with suitable temperature and time for the process.</li> <li>- Thickness of painting (60 – 80) micron.</li> <li>- (Epoxy polyester powder) paint should be used, color: Marengo No. 7016</li> </ul> <p>62            Painting of iron, assembly, delivery and storage must be carried out away from climatic influence i.e. sun, dust etc.</p>	19

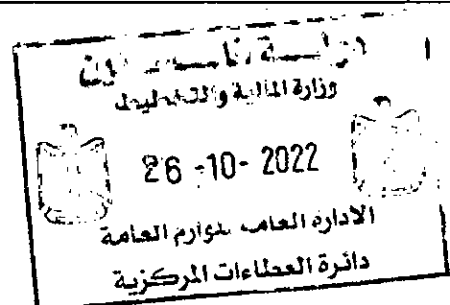
## Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		92	NO	<p><u>Wooden computer table 110 x 45 x 75:</u>  Conditions and specifications required for the implementation of a computer table:  Manufactured under the following conditions:</p> <p>.1Made of beech veneer clad sandwich wood, thickness of 17 mm, including the back, except for the right side. The conductive wood is not used in all parts of the table.</p> <p>.2A frame with a width of 3 cm is installed on the bottom of the face, so that the thickness becomes 34 mm</p> <p>.3A vertical cutter and a zipper shelf shall be installed on metal rails (Mallat Pele / Rail) for the mouse on the right side, a zipper shelf for the keyboard on the left side, and the back of the table at the same height on both sides. Two holes with a diameter of 3 cm (circular) are made for the lock at the top left side of the back and face.</p> <p>.4Beech wood strips shall be made for all edges of wood, with a thickness of not less than 10 mm, including the shelves.</p> <p>.5All wood surfaces are sanded and smoothed, inside and out, and painted according to the rules (color upon request.)  And a layer of glossy varnish</p> <p>6 .6plastic heels (rulers) are fixed at the bottom of the table by means of 2 screws for each ruler.</p> <p>.7The table is assembled by 3.5 cm wide metal corners</p> <p>.8The table should be wrapped with nylon or gelatin to protect it when transporting and storing</p> <p>.9It must be painted, assembled and stored in places not exposed to weather factors such as dust and sun</p> <p>Table dimensions:  Height: 110 cm  Width: 45 cm  Height: 75 cm</p>	20

الادارة العامة - سوارم العامة  
دائرة العطاءات المركزية

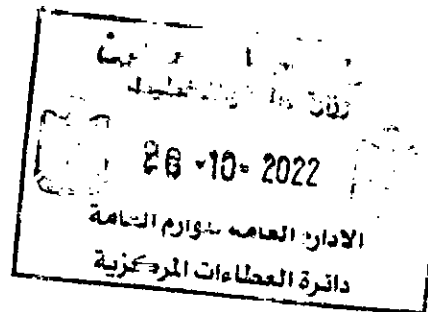
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		116	NO	<p><b>classroom locker</b></p> <p>Wooden wardrobe with shelves and 4 shelves Manufactured under the following conditions:</p> <p>.1Made of plywood (sandwich) thickness of 17 mm, first toast, free of knots. .2A back cover shall be installed from first toasted plywood, free of knots, thickness of 4 mm. .3The front cabinet edges are covered with 1 cm thick beech wood, including the shelves. .4The shelves are attached to the side by means of glue and nails, length 4 cm. .5The process of fixing the back is carried out by means of screws, length 1.5 cm, number of 30 screws. .6All sides of the interior are covered with white Formica, the ceiling of the cabinet and the external parts are covered with Formica in two colors (determined by the supervising engineer) of different thicknesses of 0.8 mm. .7The cabinet is divided equally vertically and horizontally. The upper part has shelves and two bookshelves for each hand rudder, and the bottom shelves are shelves and two bookshelves for each hand rudder and the shelves are height equal. .8The rudder is fixed by means of Hettish type hinges or its equivalent number 2, and two clicks of the excellent type for each rudder and a metal handle of the excellent type, so that the weight of the handle is not less than 35 grams, color: silver, stainless steel, according to the sample. .9All unworn wood faces are painted with Formica lacquer. .10The distance between the shelves is 36 cm. .11Plastic legs are installed at the bottom of the cabinet in order to lift it off the floor. .12Dimensions: Length = 200 cm Width = 90 cm Depth = 40 cm</p>	21



Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		190	NO	<p><u>computer lab chair:</u> Conditions and specifications required for the implementation of a secretary chair It is made under the following conditions:</p> <p>metal structure: .1Five-wheel swivel chair with upholstered base and back .2The base is made of reinforced plastic or metal, "the color is black" .3Operated by a manual control device (slab) and (jack) for raising and lowering, excellent type (Italian or equivalent) (a sample must be provided before installation( .4With the metal plate, it is possible to control the movement of the back tilt, back and forth</p> <p>Back and base: .5The back is fixed to the base by a piece of metal and a hard plastic cover. .6The back and base are upholstered with high pressure foam 32 for the base and 28 for the back, thickness of at least 6 cm. Sample must be provided. .7The back and base are made of "thick panama" fabric for office furniture of good quality and customized color )Sample must be provided before upholstery(</p>	22





Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		41	NO	<p><b>Lab Cabinet with Drawers:</b>  Conditions and specifications required for the implementation of a cabinet for laboratory instruments:  Manufactured under the following conditions:  .1It is made of sandwich wood, 17 mm thick, covered with beech veneer, and conductive wood is not used in all parts  Cabinet  .2The cabinet is assembled by metal corners 3.5 cm width 1 mm thickness duly  .3The back cover shall be installed from first toast, knot-free plywood, thickness of 4 mm.  .4The back is fixed by glue and screws  .5Front cabinet edges shall be clad with beech wood, thickness of at least 1 cm, including shelves. And the incisors and the edges of the rudders as well  Internal divisions:  The cabinet is divided into three parts:  .6The first part, which is the highest, and consists of two flaps, and part of each rudder is open, and plain glass is installed on it  4mm thick by metal corners  .7The second part, which consists of 2 rails moving on metal rails (Masloot.)  .8The third part consists of two covers  .9The rudders must be combined with the cabinet by toast hinges, the first 2 for each rudder  .10Mounted for rudders and drawers, stainless steel hands, width of 9.5 cm, number 6  .11The cabinet shall have two unstable shelves for the upper section of the same wood, and the depth of the shelf is 38 cm  .12The wood is sanded and smoothed and prepared for painting  .13All wood faces shall be duly painted, color upon request, glossy or matt varnish according to the demand  .14Painting, assembly and storage should be done in places not exposed to weather factors such as dust and sun  .15plastic drum feet are installed at the bottom of the cabinet with screws  Dimensions:  .11Height = 193 cm  .12Width = 90 cm  .13Depth = 40 cm</p>	23

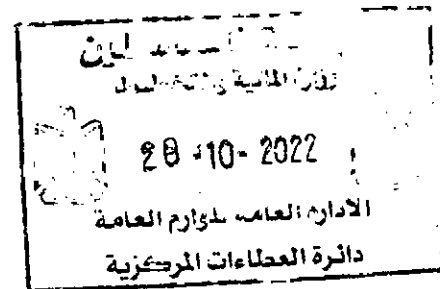
Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		4	NO	<p>Conditions and specifications required for the implementation of a paravan curtain for a medical examination  Manufactured according to the following conditions:  metal structure:  .1It is made of 3 pieces measuring 195 x 50 cm  .2Made of chrome-plated iron pipes, diameter 32 mm, thickness 1.25 mm  .3The horizontal girders are made of chrome-plated iron pipes, diameter 22 mm and thickness 1.25 mm  .4It is installed for the middle piece 4 legs as in the drawing  .5Connect the parts with suitable hinges, excellent quality (sample must be provided)  Provided that the curtain is balanced and the end pieces can be folded over the middle piece  .6Suitable metal wheels are installed at both ends of the curtain, toasting the first 2 (a sample must be provided)  .7Install a detachable white cloth (Macintosh) for each piece measuring 150 cm x 75 cm (1.5 cm wide Fabric per 1cm iron) (Sample must be provided)</p> <p>Curtain height = 195 cm  Curtain width = 150 cm</p>	24

وزارة المالية والتجارة  
 26-10-2022  
 الادارة العامة لموازم العامة  
 دائرة العطاءات المركزية

## Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		520	NO	Leather Panel Stand It is <b>two pieces</b> of Swedish wood with a thickness of 2.1 cm and a size of (H10) * (L100) cm. It has four holes of size 25 mm. A wooden broom stick is installed with a length of 25 cm. The wood is painted with a primer and walker paint Including everything needed for installation inside the school facilities	25
		45	NO	Metal shelves, each unit 5 shelves and four columns, the width of the shelf is 90 cm	26

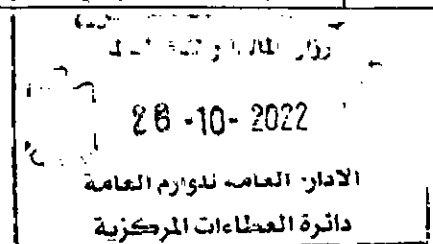


Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		16	NO	<p>Sporting Goods Metal Cabinet Specifications Conditions and specifications required for the implementation of an iron wardrobe for clothes and sports equipment: It shall be manufactured according to the shape and dimensions indicated on the plan and within the following conditions:</p> <p>metal structure:</p> <p>.1The entire metal frame shall be made of sheet iron, with a thickness of not less than 0.8 mm, including the back .2All metal parts are welded together in a continuous, solid, good and duly manner .3CO2 welding type and spot welding .4The spot welding should be well treated so that it does not form a defect in the appearance of the cabinet .5Plastic heels should be installed at the bottom of the cabinet legs</p> <p>Internal divisions:</p> <p>.6Movable shelves and cutters must be installed along the length of 145 cm, thickness not less than 0.8 mm, and the depth of the cabinet Also, drawers and clothes hangers must be installed as shown in the attached drawings .7A piece of sheet metal should be installed in the middle of the doors to strengthen them, provided that its width is not less than 20 cm and be at shape____ the doors:</p> <p>.8The doors must be combined with the cabinet by hinges of good quality .9A chrome cylinder must be installed, provided that it is closed from three sides</p> <p>Dimensions:</p> <p>.10Height = 185 cm .11Width = 120 cm .12Depth = 45 cm</p> <p>paint:</p> <p>.13All metal parts must be painted after being cleaned of oils with a thermal paint for metal furniture from Type of Electrostatic Powder, Color: Gray, No. RAL 7001. .14The automatic spraying method should be used in the painting process and then treated in a convection oven. .15Painting, assembly and storage should be done in places not exposed to weather factors such as dust and sun.</p>	27

Section IV. Bidding Forms

Total (\$)	unit price (\$)	quantity	Unit	Description Item	Item No
		1570	L.M	<p>curtains:                      The measure used is a linear meter                      -Includes a thin metal tube (color on request) and brass grommets snapping onto the fabric                      -The type of fabric is black out, and the color of the fabric is on request                      Each meter consumes two meters of fabric                      Curtains are 7 cm above the floor                      The width of the curtain exceeds the width of the window from the sides and the top by a distance of 20 cm                      -The pipe is closed from both sides (tarboush)                      -In the event of a fallen belt, the curtain is fixed below the belt                      -In the event of rotation in the wall, the pipe is bent to fit the wall.                      -Holders for the pipe must be placed in the ends and the middle in a sufficient and appropriate manner, and all the necessary accessories to complete the work.</p>	28
		575	M <sup>2</sup>	<p>Sunstripe curtains                      A white aluminum bridge with a modern cover, a luxurious Turkish fabric, the color as agreed, the track is plastic, the cloth is cut by a laser machine, with a 15 cm rebound around the window frame from each direction, and its price is charged to the square meter price of the window according to the size of its internal letters.</p>	29
		380	M <sup>2</sup>	<p>Carpet/Moket:                      Turkish carpet of 4m width. The height of the fabric is not less than 7 mm. Weight should not be less than 800gm\m. A sample of 30X30 with color catalog should be provided</p>	30





# Bid Security Form

To: Ministry of Finance  
Palestinian Authority

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

Contract Name: Manufacture and supply of school furniture for four schools / Gaza strip  
Contract No.: MOE-GSD/ JFA.24. 312235/2022/237

Gentlemen and/or Ladies:

We, the undersigned ..... (Guarantor), in order to enable ..... to bid for  
**(Supply and Delivery of Manufacture and supply of school furniture for four schools)**  
hereby irrevocably and independently guarantee to pay to you an amount up to a total of  
.....

(In words: .....)

Waiving all objections and defenses

We shall effect payments under this guarantee on your first written demand, which must be  
accompanied by your confirmation that you have accepted the above-mentioned bid and that the  
firm ..... is no longer prepared to abide by this bid.

This guarantee shall expire not later than .....

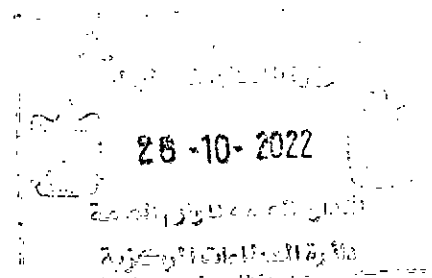
By this date we must have received any claims by letter or encoded telecommunication.

It is understood that you will return this guarantee to us on expiry or after payment of the total  
amount to be claimed hereunder.

This guarantee is governed by the law of the Palestinian Authority.

.....  
Place, date

.....  
Guarantor



## Manufacturer's Authorization

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the **BDS.**]*

Date: *[insert date (as day, month and year) of Bid Submission]*

ICB No.: *[insert number of bidding process]*

Alternative No.: *[insert identification No if this is a Bid for an alternative]*

To: *[insert complete name of GSD]*

### WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 27 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

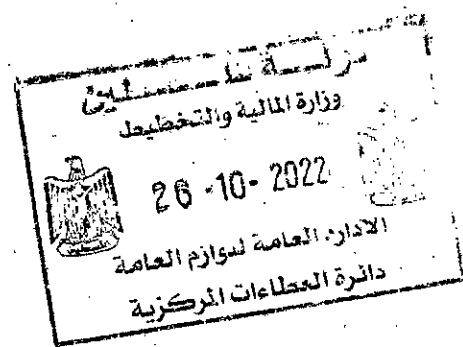
Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

26-10-2022



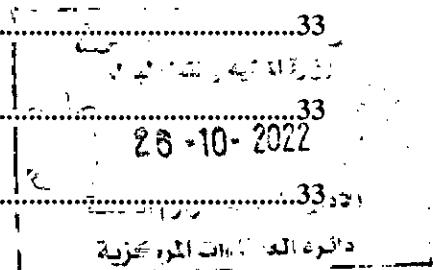
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## PART 2 – Supply Requirements



## Section VI. Schedule of Requirements

<b>PART 1 – Bidding Procedures</b>	<b>3</b>	.....	Error! Bookmark not defined.
<b>Invitation for Bids (IFB)</b>	<b>5</b>	.....	Error! Bookmark not defined.
<b>PART 2 – Supply Requirements</b>	<b>1</b>	.....	Error! Bookmark not defined.
<b>Section VI. Schedule of Requirements</b>	<b>2</b>	.....	Error! Bookmark not defined.
<b>PART 1 – Bidding Procedures</b>		.....	<b>3</b>
<b>Invitation for Bids (IFB)</b>		.....	<b>5</b>
<b>A. General</b>	<b>8</b>	.....	Error! Bookmark not defined.
<b>B. Contents of Bidding Documents</b>	<b>10</b>	.....	Error! Bookmark not defined.
<b>C. Preparation of Bids</b>	<b>11</b>	.....	Error! Bookmark not defined.
<b>D. Submission and Opening of Bids</b>	<b>17</b>	.....	Error! Bookmark not defined.
<b>E. Evaluation and Comparison of Bids</b>	<b>20</b>	.....	Error! Bookmark not defined.
<b>F. Award of Contract</b>	<b>24</b>	.....	Error! Bookmark not defined.
<b>Declaration of Undertaking</b>	<b>35</b>	.....	<b>33</b>
<b>Bidder Information Form</b>	<b>37</b>	.....	<b>33</b>
<b>Joint Venture Partner Information Form</b>	<b>39</b>	.....	<b>33</b>
<b>Bid Submission Form</b>	<b>41</b>	.....	<b>33</b>
<b>Price Schedule Form</b>	<b>43</b>	.....	<b>33</b>



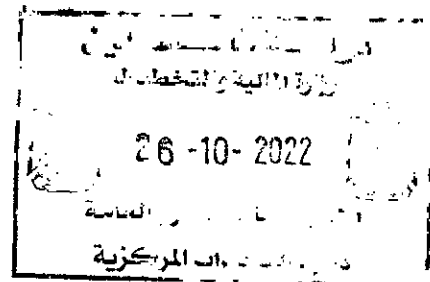
<b>Manufacturer's Authorization 47</b> .....	<b>33</b>
<b>Declaration of Undertaking</b> .....	<b>34</b>
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<b>1. Delivery Schedule</b> .....	<b>77</b>
<b>. 2. Technical Specifications</b> .....	<b>Error! Bookmark not defined.</b>
<b>1. Contract Agreement 42</b> .....	<b>86</b>
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20-10-2022  
 اللجنة العامة للمنافسة  
 وزارة الاقتصاد والتجارة  
 القاهرة



3- Delivery period shall not exceed the maximum delivery periods stated below.

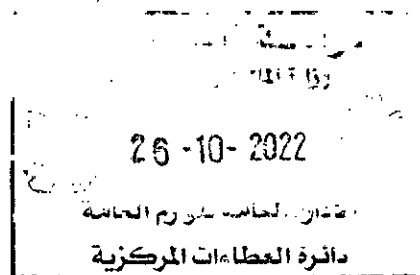
Contract Value (\$)	Maximum Delivery period / work Days
600,000-and Above	140
300,000-599,999	120
150,000-299,999	90
50,000-149,999	75
20,000-49,999	45
Less than 20,000	30



## Section VIII. Special Conditions of Contract

The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

SCC 1.1(h)	The GSD's country is the "State of Palestine"
SCC 1.1(i)	The GSD: The General Supplies Department  State of Palestine
SCC 1.1 (j)	MOE: The Ministry of Education  State of Palestine
SCC 1.1 (o)	The Project Site(s)/Final Destination(s) is/are: as furnished in the Delivery Schedule
SCC 5.1	The language shall be: English

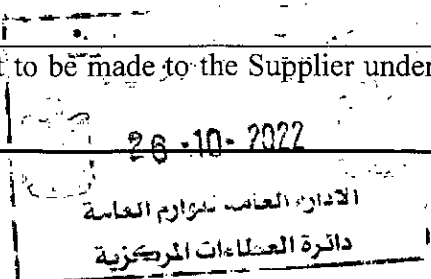


Section VIII. Special Conditions of Contract

<p><b>SCC 8.1</b></p>	<p>For <b>notices</b>, the MOE's address shall be:</p> <p>Attention: Mohammad Al-Quarout          Director of Procurement Department          Ministry of Education          Old Building, Second Floor, Room # (-----)          Ramallah, P.O. BOX ( )          Telephone:          Facsimile number:          Electronic mail address:</p> <p>For <b>notices</b>; the Supplier's address shall be:</p>
<p><b>SCC 9.1</b></p>	<p>The governing law shall be the laws of the Palestinian Authority</p>
<p><b>SCC 10.2</b></p>	<p>The rules of procedure for arbitration proceedings pursuant to GCC Clause 10.2 shall be as follows:</p> <p><b>(a) Contract with a Foreign Supplier:</b></p> <p>GCC 10.2 (a) Any dispute, controversy or claim arising out of or relating to this Contract, or breach, termination or invalidity thereof, shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules as at present in force ((see: <a href="http://www.uncitral.org/pdf/english/texts/arbitration/arb-rules-revised/arb-rules-revised-2010-e.pdf">http://www.uncitral.org/pdf/english/texts/arbitration/arb-rules-revised/arb-rules-revised-2010-e.pdf</a>)).</p> <p>The place of arbitration shall be Ramallah and the Language of Arbitration shall be English.</p> <p><b>(b) Contracts with Suppliers being registered or based in the Palestinian Territories:</b></p> <p>In the case of a dispute between the GSD and a Supplier who is registered or based in the Palestinian Territories, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Palestinian Authority.</p>

Section VIII. Special Conditions of Contract

<p>SCC 11.1</p>	<p>Details of Shipping and other Documents to be furnished by the Supplier are:</p> <p><b>For Goods supplied from abroad:</b></p> <p>GCC 10.3 Upon shipment, the Supplier shall notify the Purchaser of the full details of the shipment, including Contract number, description of Goods, quantity, the vessel, the bill of lading (number and date), port of loading, date of shipment, port of discharge, etc. The Supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:</p> <ul style="list-style-type: none"> <li>(i) Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;</li> <li>(ii) Original and (1) copy of the negotiable, clean, on-board bill of lading marked "<i>freight prepaid</i>" and (1) copy of nonnegotiable bill of lading;</li> <li>(iii) Copies of the packing list identifying contents of each package;</li> <li>(v) Manufacturer's or Supplier's warranty certificate;</li> <li>(vi) Certificate of origin.</li> </ul> <p>The above documents shall be received by the Purchaser at an adequate time before arrival of the Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.</p> <p><b>For Goods from within the Purchaser's country:</b></p> <p>GCC 10.3 Upon delivery of the Goods to the transporter, the Supplier shall notify the Purchaser and mail the following documents to the Purchaser:</p> <ul style="list-style-type: none"> <li>(i) Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;</li> <li>(ii) Delivery note, railway receipt, or truck receipt;</li> <li>(iii) Manufacturer's or Supplier's warranty certificate;</li> <li>(iv) Certificate of origin.</li> </ul> <p>The above documents shall be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</p>
<p>SCC 14.2</p>	<p>The prices charged for the Goods supplied and the related Services performed <b>shall not be adjustable.</b></p>
<p>SCC 15.1</p>	<p>The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:</p>





**Section VIII. Special Conditions of Contract**

	<p>Payment for Goods and Services supplied shall be made in US Dollars, as follows:</p> <p>(i) <b>Advance Payment:</b> Ten (10) percent of the Contract Price shall be paid within thirty (30) days of signing of the Contract against a simple receipt and a bank guarantee for the equivalent amount and in the form furnished in <i>Section IX – Contract Forms</i>.</p> <p>(ii) <b>On Acceptance:</b> Eighty (80) percent of the Contract Price of each shipment shall be paid on acceptance of the Goods and upon submission of the documents specified in GCC Clause 12. Payment shall be made in accordance with GCC Clause 15.</p> <p>(iii) <b>On Completion:</b> The remaining ten (10) percent of the Contract Price shall be paid to the Supplier upon the completion of all his obligations under the Contract and the submission of a Defects Liability Security in the value of (10%) of the Contract Price valid for at least ( delivery period + 60 days ) days from the date of acceptance of the last shipment. The Defect Liability Security shall be in a form acceptable by the GSD.</p> <p>Any single payment shall not be less than US\$ 100,000 in value unless the contract Price is less than this value. If the case is so then the supplier shall submit one payment only.</p>
<p><b>SCC 15.5</b></p>	<p>The payment-delay period after which the GSD shall pay interest to the supplier shall be (60) days.</p> <p>The interest rate that shall be applied is 0 %</p>
<p><b>SCC 17.1</b></p>	<p>A Performance Security shall be required</p> <p>The amount of the Performance Security shall be: 10% of the Contract Price</p> <p><del>The period of Performance Security Validity (delivery period + 60 days)</del></p> <p><b>Maintenance Guarantee for 5% of the Contract value and valid for 1 year from the provisional acceptance date.</b></p>

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**Section VIII. Special Conditions of Contract**

<p><b>SCC 17.3</b></p>	<p>The Performance Security shall be in the form of a Bank Guarantee</p> <p>The Performance security shall be denominated in the currencies of the Contract.</p> <p>The Performance Security shall be in the form attached in Section IX.</p> <p>The Performance Security shall be valid for the period of executing the Contract.</p>
<p><b>SCC 22.2</b></p>	<p>The packing, marking and documentation within and outside the packages shall be (for Imported Goods):</p> <ul style="list-style-type: none"> <li>- All furniture parts shall be packed in accordance with good commercial practice, protected from damage during handling and shipping, suitable for tailgate unloading by forklift.</li> <li>- The Supplier shall clearly identify each carton with large stenciling (or other marking visible from a distance) showing Item, Colour, Part Number and School identification number.</li> <li>- Any parts found to be damaged in shipping shall be replaced immediately and at no expense to the GSD.</li> </ul>
<p><b>SCC 23.1</b></p>	<p>The insurances required from the Supplier shall be an Insurance of Goods whether in transit or stored or delivered and shall not be less than 110% of the Contract Price and shall be on “All Risks” basis, including War Risks and Strikes. <b>(NOT APPLICABLE)</b></p>
<p><b>SCC 24.1</b></p>	<p>Responsibility for transportations shall be as follows: “The Supplier is required under the Contract to transport the Goods to the final destination within the State of Palestine (as furnished in the Delivery Schedule). Transport to such places of destination in the Palestinian Territories, as shall be specified in the Contract including storage, shall be arranged by the Supplier, and related costs shall be included in the Contract Price. The Contractor shall bear all risks relating to the goods until provisional acceptance at destination. The supplies shall be packaged so as to prevent their damage or deterioration in transit to their destination”.</p>

26-10-2022

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محافظة القدس

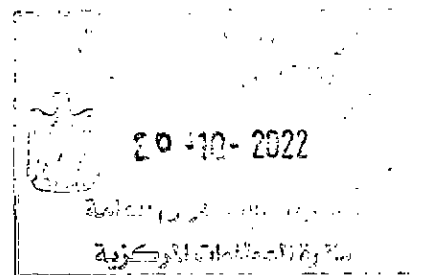
**Section VIII. Special Conditions of Contract**

<p><b>SCC 25.5</b></p>	<p>The inspections and tests shall be:</p> <p>(i) All tests necessary to confirm the compliance of the goods and their components with the Technical Specifications.</p> <p>(ii) Tests requested by the GSD upon inspection for acceptance of delivery. These tests might be conducted by the Palestinian Standards Institute (PSI).</p> <p>(iii) Samples shall be provided by the Supplier before the contract award for inspection by the GSD. The delivery of the samples including cost of manufacturing, transportation back and forth to the GSD, duties, taxes and other levies as well as the cost of testing shall be at the expenses of the Supplier.</p> <p>(iv) The costs of testing shall be paid by the Supplier and are considered to be included in the Supplier's prices.</p>
<p><b>SCC 25.6</b></p>	<p>The Inspections and tests shall be conducted at: All places mentioned in the GCC (25.6) and at GSD, Ramallah or any other place identified by the GSD.</p> <p>All Expenses related to inspections and tests shall be included in the prices of the Supplier.</p> <p>Inspections and tests might be conducted during the production, manufacturing, assembling or preparation processes</p> <p>If inspections are to be conducted at the manufacturer's premises and country, then the related costs will be borne by the GSD. The Supplier shall facilitate such inspections.</p>
<p><b>SCC 26.1</b></p>	<p>The liquidated damage shall be: half (0.5) percent of the contract price per week.</p>
<p><b>SCC 26.1</b></p>	<p>The maximum amount of liquidated damages shall be: ten (10) percent of the contract price.</p>
<p><b>SCC 27.3</b></p>	<p>The period of validity of the Warranty shall be: (365) days from the last acceptance date.</p> <p>For purposes of the Warranty, the place(s) of final destination(s) shall be:</p> <p>As indicated in the Delivery Schedule.</p> <p>The Warranty shall be in the form of a Judicial Guarantee by the name of the Supplier or by the name of the Local Agent in case of International Supplier for the amount of 115% of the Contract Price. (NOT)</p>

دائرة المعاملات المركزية

Section VIII. Special Conditions of Contract

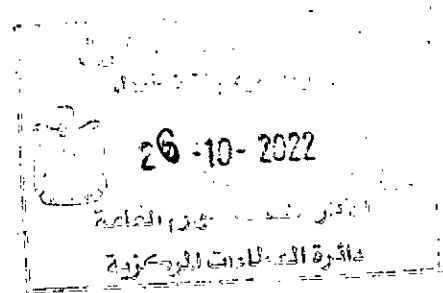
SCC 27.5	The period for repair or replacement shall be: (30) days.
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## Section IX. Contract Forms

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# 1. Contract Agreement

*[The successful Bidder shall fill in this form in accordance with the instructions indicated]*

THIS CONTRACT AGREEMENT is (MOE-GSD/ JFA.24. 312235/2022/237)

the *[ insert: **number** ]* day of *[ insert: **month** ], [ insert: **year** ]*.

BETWEEN

- (1) *[ insert complete name of MOE ], a [ insert description of type of legal entity, for example, an agency of the Ministry of .... of the Government of {insert name of Country of PD }, or corporation incorporated under the laws of { insert name of Country of PD } ] and having its principal place of business at [ insert address of PD ] (hereinafter called “the PD”), and*
- (2) *[ insert name of Supplier ], a corporation incorporated under the laws of [ insert: country of Supplier ] and having its principal place of business at [ insert: address of Supplier ] (hereinafter called “the Supplier”).*

WHEREAS the PD invited bids for certain Goods and ancillary services, viz., *[insert brief description of Goods and Services]* and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of *[insert Contract Price in words and figures, expressed in the Contract currency (ies)]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the PD and the Supplier, and each shall be read and construed as an integral part of the Contract:
  - (a) This Contract Agreement
  - (b) Special Conditions of Contract
  - (c) General Conditions of Contract
  - (d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
  - (e) The Supplier’s Bid and original Price Schedules
  - (f) The PD Notification of Award
  - (g) *[Add here any other document(s)]*

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3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the MOE to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the MOE to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
5. The MOE hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of *[insert the name of the Contract governing law country]* on the day, month and year indicated above.

For and on behalf of the PD

Signed: *[insert signature]*  
in the capacity of *[ insert title or other appropriate designation ]*  
in the presence of *[insert identification of official witness]*

For and on behalf of the Supplier

Signed: *[insert signature of authorized representative(s) of the Supplier]*  
in the capacity of *[ insert title or other appropriate designation ]*  
in the presence of *[ insert identification of official witness]*

26-10-2022

## 2. Performance Security Form

To: Ministry of Education

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

**Contract Name: Manufacture and supply of school furniture for four schools / Gaza strip**

**Contract No.: MOE-GSD/ JFA.24.13.312235/2022/237**

Gentlemen and/or Ladies:

Address of guarantor bank:

.....  
 .....  
 .....

Address of beneficiary (contracting agency):

.....  
 .....  
 .....

On ..... You concluded with ..... ("Contractor") a contract for  
 (Manufacture and supply of school furniture for four schools / Gaza strip

) at a price of .....

In accordance with the provisions of the contract, the Contractor is obliged to provide a performance bond for (10 %) ten percent of the contract price.

We, the undersigned ..... (Guarantor), waiving all objections and defenses under the aforementioned contract, hereby irrevocably and independently guarantee to pay on your first written demand any amount up to a total of .....(In words: .....)

Against your written declaration that the Contractor has failed to perform the aforementioned contract.

In the event of any claim under this guarantee, payment shall be effected to the Palestinian Ministry of Education Account Number (219000/13with the Bank of Palestine SWIFT Code PALSPS22.

This guarantee shall expire not later than .....

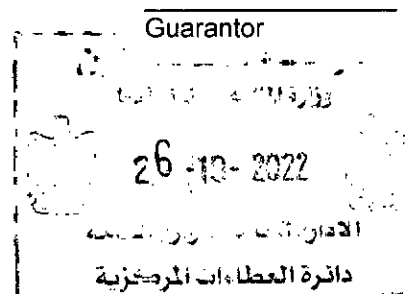
By this date we must have received any claims by letter, email or encoded telecommunication.

It is understood that you will return this guarantee to us on expiry or after payment of the total amount to be claimed hereunder.

This guarantee is governed by the law of the Palestinian Authority.

\_\_\_\_\_  
 Place, date

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### 3. Standard Form of an Advance Payment Bond

Address of guarantor bank:

.....  
.....  
.....

Address of Beneficiary (contracting agency):

.....  
.....  
.....

On ..... you concluded with ..... ("Contractor") a contract for ..... (project, object of contract) at a price of .....

In accordance with the provisions of the contract the Contractor receives an advance payment in the amount of ....., which represents ..... % of the order value.

We, the undersigned ..... (Guarantor), waiving all objections and defences under the aforementioned contract, hereby irrevocably and independently guarantee to pay on your first written demand any amount advanced to the Contractor up to a total of ..... (in words: .....) against your written declaration that the Contractor has failed to duly perform the aforementioned contract.

This guarantee shall come into force and effect as soon as the advance payment has been credited to the account of the Contractor.

In the event of any claim under this guarantee, payment shall be effected to the Palestinian Ministry of Finance's Account Number (219000/49) with The Bank of Palestine SWIFT Code PALSPS22.

This guarantee shall expire no later than .....

By this date we must have received any claims for payment by letter, email or encoded telecommunication.

It is understood that you will return this guarantee to us on expiry or after payment of the total amount to be claimed hereunder.

This guarantee is governed by the laws of the Palestinian Authority.

.....

Place, date

.....

Guarantor

