



International Organization for Migration (IOM)
The UN Migration Agency

Ref No: BM/2019/033 Data Stamps

Date (): 26 February 2019

REQUEST FOR QUOTATION (RFQ)

Project Name / : öStrengthening border management capacity and cross-border cooperation between Afghanistan, Kyrgyzstan, Tajikistan and Uzbekistanö / ö

ö

The International Organization for Migration (**IOM**) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

Please submit your best quotation for the Services/Goods listed below:

Item No.	Description ()	Unit (.)	Qty (-)	Date Needed (Expected Delivery Date) ()
1	<p>Supply and Delivery of Data Stamps for Border Crossing Points of the Republic of Tajikistan</p> <p>Technical Specifications Required: Size: 40x25mm, Number of lines: 4, Replaceable pillow, Dater with a free field for the texts, Date height: 4mm, Data setting by turning the wheels, Practical application for stamping the date and month with numbers, Durable metal body with automatic painting.</p>	EA	300	15 March 2019 15 2019 .

All prices to be quoted must be valid at least within thirty (30) calendar days from the date of quotation.

The Bidder shall seal the original copy of the bid in an envelope, duly marking Project name, the RFQ title and reference number. The envelope shall then be addressed to IOM at the address mentioned below. Quotations can be also sent via email to below mentioned address indicating the tender reference in subject of the message.

Unless otherwise specified in this RFQ, IOM will conduct an inspection of samples provided by the vendors for each quoted item to verify the quality and consistency with specifications required by IOM. Vendors are required to provide one sample of each item to IOM. Samples of successful vendors are non-returnable/non-refundable. Unqualified vendors are required to collect their samples after fifteen (15) calendar days from the Quotation Submission Date, if no notification of award has been issued to them by that time.

/_____
(15)

QUOTATIONS SUBMITTED WITHOUT A SAMPLE WILL BE REJECTED!
!

*International Organization for Migration, the UN Migration Agency, Mission in Tajikistan
734013, 22A Azizbekov Street, Second Driveway, Dushanbe
Email: procurement.tj@iom.int*

734013, _____, 22 _____,
: procurement.tj@iom.int

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected. Suppliers should submit only one quotation. No alternative bids shall be accepted.

IOM reserves the right to award contract to one or more Suppliers and split Goods among multiple Suppliers per item, as it is considered favorable.

There is no public bid opening for RFQs. IOM shall open the quotations in the presence of an ad-hoc committee formed by IOM, consisting of at least three (3) members. Notification of award shall be sent to successful vendors only. IOM will not send notification letters to unqualified vendors.

(3)

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by IOM. The unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the final price based on IOM's re-computation and correction of errors, its quotation will be rejected.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by IOM after it has received the quotation. At the time of award of Contract or Purchase Order, IOM reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum ten per cent (10%) of the total offer value, without any change in the unit price or other terms and conditions.

(
(10%)

IOM reserves the right to accept or reject any quotation, to render any or all of the quotations as non-responsive, and to reject all quotations at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for IOM's action. Furthermore, IOM is not obligated to award the contract to the lowest price offer.

IOM implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against IOM, as well as third parties involved in IOM activities. IOM expects its suppliers to adhere to the IOM Vendor Code of Conduct found in this link: <https://www.iom.int/sites/default/files/about-iom/procurement/IOM-General-Procurement-Principles-and-Processes-Jan-2016-final.pdf>

: <https://www.iom.int/sites/default/files/about-iom/procurement/IOM-General-Procurement-Principles-and-Processes-Jan-2016-final.pdf>

By applying to any tender, your company is accepting the above terms

Kindly send an advance copy of your duly signed quotation to fax number +992 37 251 00 62 or via email at procurement.tj@iom.tj on or before **04 March 2019**. You may send the original copy of your quotation to the following address:

37) 2510062 procurement.tj@iom.int **04** **2019** .
: (+992

International Organization for Migration in Tajikistan
734013, 22A Azizbekov Street, the 2nd Driveway, Dushanbe, Republic of Tajikistan
Tel: (+992 48) 701 02 02, 701 03 03

Thank you.

Very truly yours,

Procurement Staff/Focal Point

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.

(,) ,

#	/	-	.	
1	()			
2				
3				
4				
5				
				:
1	():			
2	():			
3	():			
				:

#		
1		
2		
3		
4		
5	(, , - . .)	

, ,

[]
 []]
 []]