

| Request for Quotation – RFQ 008 | |
|---|----------------------------|
| RFQ Date: 11 January 2024 | Request no: RFQ 008 |
| Quotation for: Assistive devices | Submitted by: |

The Forum for the Rights of Persons with Disabilities - FRPD, requests your price quotation for the items specified in this Request for Quotation (RFQ).

All quotes provided should meet the specification(s) listed and include the following information for the criterion listed, which shall be used in evaluating the best bidder:

- Price
- Quality
- Warranty offered
- Delivery time (free and fast)
- Previous similar experience in implementing similar projects

| Delivery information |
|---|
| Address: The Forum for the Rights of Persons with Disabilities – North Lebanon – Tripoli – El Mina – Behind APEC Station |
| Transportation cost: The transportation cost should be covered by the supplier. |

Submission Deadline: The quote should be submitted no later than **25 January 2024 at 3:30 pm.**

Submission means: The quote should be submitted **via email:**

| |
|--|
| Email: procurement@theforum-lb.org |
| Phone: 06-610195 |

Special Conditions:

- **Validity of Quotes**

Quotes submitted shall remain open for acceptance for **one month** at least from the last date specified for receipt of quotes. The selected Bidder(s) shall supply the amounts of goods requested at the quoted prices for the delivery/performance period specified in this RFQ.

- **Eligibility Criteria**

Interested vendors are invited to submit quotations in response to this Request for Quotation (RFQ). To be eligible, vendors must meet the following criteria:

- **Legal Compliance:** Vendors must be registered in MoF and the VAT department. Proof of legal compliance is required.
- **Experience:** Vendors must have a proven track record of successfully delivering similar products for at least 2 years. Proof of experience is required.
- **Quotation Submission Requirements:** Vendors must ensure that all required documentation, including completed quotation forms and any additional requested information, is submitted by the specified deadline.
- **Products' sample:** Vendors must attach to their quotation a catalogue that includes the pictures and specifications of the items specified in page 4 and 5.

Failure to meet these eligibility criteria may result in the rejection of the quotation. The evaluation of quotations will be based on a fair and transparent assessment of the information provided by each vendor. Any inquiries regarding eligibility or the RFQ process should be directed to the procurement department at procurement@theforum-lb.org no later than January 16, 2024 COB.

- **Basis of Selection**

Bidders should provide their most competitive quotes. All Bidders will be notified in writing should there be a significant change to the listed requirements. A Long Term Agreement will be issued to the responsible Bidder that is judged to be most advantageous to FRPD in terms of price, quality, delivery time, warranty offered and previous similar experience in implementing similar projects. FRPD may accept any item or group of items of a bid. FRPD reserves the right to make an award on any item for a quantity less than the quantity stated, at the unit prices quoted.

FRPD may reject any quote that is determined to be non-responsive. A responsive quote is one that complies with all terms and conditions of the RFQ. A quote must be complete, signed by an authorized signatory, and delivered by the submission time and date indicated on the first page of this RFQ. FRPD may reserve the right to waive any minor discrepancies in a quote.

This RFQ does not legally obligate FRPD to award a contract. FRPD reserves the right to fund/award any or none of the submitted quotes. No commitment is made, either expressed or implied, to compensate Bidders for costs incurred in the preparation and submission of their quotes.

Response to Request for Quotes:

| | | |
|-----------------|-----------------------------|-----|
| To: | FRPD Procurement Department | |
| From: | | |
| Subject: | Response to RFQ number: | 008 |

The following quote is submitted in response to the RFQ from FRPD for the following items. This quote takes into consideration any additional specifications listed on page one (1) of the RFQ.

Items Description:

- **Items Description:** Assistive Devices
- **Goods Quality Should Be Class:** A/B/C/D

Supplier to specify items subject to VAT in their submitted quotations.

| Assistive Devices | | | | | | | |
|--|--|---|-----|-----------------|--------------------------|-----------|--------------------------|
| The total number of assistive devices that will be purchased is <u>200</u> . | | | | | | | |
| # | Items | Description | Qty | Unit Cost (USD) | Total in USD (Excl. VAT) | VAT (USD) | Total in USD (Incl. VAT) |
| 1 | كرسي نقال مع تحكم ميكانيكي | عادي - يدين ورجلين ثابتين 46 Cm | 1 | | | | |
| 2 | كرسي نقال مع تحكم ميكانيكي | عادي - يدين ورجلين متحركين - قياس صغير 35cm | 1 | | | | |
| 3 | كرسي نقال للشلل الدماغي | 35cm / 38cm / 41cm | 1 | | | | |
| 4 | كرسي نقال + corset siege | كورسيه مصنع - ومثبت على كرسي متحرك | 1 | | | | |
| 5 | كرسي نقال مع تحكم ميكانيكي | عادي - يدين ورجلين متحركين - قياس 45-40 | 1 | | | | |
| 6 | كرسي نقال مع تحكم ميكانيكي (reclining) | عادي - يدين ورجلين متحركين مع ظهر متمدد - قياس 45 / 40 | 1 | | | | |
| 7 | كرسي نقال مع تحكم ميكانيكي | عادي - يدين ورجلين متحركين - قياس كبير 50cm | 1 | | | | |
| 8 | كرسي نقال مع تحكم ميكانيكي | عادي - يدين ورجلين متحركين - قياس كبير 55 cm | 1 | | | | |
| 9 | كرسي نقال مع تحكم ميكانيكي | عادي - يدين ورجلين متحركين 60cm | 1 | | | | |
| 10 | كرسي كهربائي متحرك | Power Wheel Chair Aluminum | 1 | | | | |
| 11 | كرسي كهربائي متحرك | Aluminum Power Wheel Chair | 1 | | | | |
| 12 | Commode Wheel Chair | - | 1 | | | | |
| 13 | كرسي نقال للحمام commode chair | مع جلد Commode Chair | 1 | | | | |
| 14 | كرسي نقال للحمام commode chair | مع دواليب Commode with Wheels | 1 | | | | |
| 15 | كرسي ثابت للحمام commode chair | مع اربعة ارجل بدون دواليب | 1 | | | | |
| 16 | لوحة وقوف Standing frame | - | 1 | | | | |
| 17 | عصا عادية | تتركبج / قياس كبير | 1 | | | | |
| 18 | عصا مع ركائز | تتركبج / قياس كبير | 1 | | | | |

| | | | | | | | |
|----|-------------------------------|--|---|--|--|--|--|
| 19 | عكازات تحت الابط Béquilles | تتركج الومنيوم قياس كبير (عدد 2) | 1 | | | | |
| 20 | عكازات ساعد cane anglaises | تتركج بالطول قياس كبير (عدد 2) ثابتة ومتحركة / عند الساعد | 1 | | | | |
| 21 | عكازات ساعد كوع متحرك | | 1 | | | | |
| 22 | Folding Walker | قفص دون دواليب يتركج و يطوي | 1 | | | | |
| 23 | Wheeled Walker والكر | قفص مع دولابين يتركج ويطوي قياس كبير | 1 | | | | |
| 24 | Folding Wheeled Child | قفص مع دولابين يتركج ويطوي قياس صغير | 1 | | | | |
| 25 | Adult Rollator قفص | قفص مع 4 دواليب يتركج - ويطوي قياس كبير | 1 | | | | |
| 26 | k-walker قفص | قفص مع 4 دواليب يتركج ويطوي قياس صغير | 1 | | | | |
| 27 | جلود عكازات | قطعة عدد 2 | 1 | | | | |
| 28 | علاقة سرير | | 1 | | | | |
| 29 | طراحة هوائية | 40x40 (6cm) | 1 | | | | |
| 30 | طراحة هوائية | 45x45 (6cm) | 1 | | | | |
| 31 | طراحة هوائية | 40x40 (8cm) | 1 | | | | |
| 32 | طراحة هوائية | 45x45 (8cm) | 1 | | | | |
| 33 | طراحة هوائية | 40x40 (10cm) | 1 | | | | |
| 34 | طراحة هوائية | 45x45 (10cm) | 1 | | | | |
| 35 | طراحة سفنج | 45x45 (6cm) | 1 | | | | |
| 36 | طراحة جل (gel) | | 1 | | | | |
| 37 | فرشة ماء | TW China | 1 | | | | |
| 38 | فرشة هواء | TW China | 1 | | | | |
| 39 | فرشة هواء | Circulaire 12CM | 1 | | | | |

If you are selected and an agreement is signed between your company and FRPD, how long it takes the supplier to deliver the requested items to the location?

What is the warranty period provided by the supplier for the purchased items?

Supplier Name:

Financial Number:

Title:

Date:

Tax Registration Number:

Signature & Stamp: