



## REQUEST FOR QUOTATION

Date RFQ sent out:	6-Feb-24
Response deadline (day+ hour + Time zone):	22-Feb

RFQ #	FP001
PR #	

<b>Vendor's information: for vendor to fill in</b>	
Vendor Name:	
Contact name & Title:	
E-mail:	
Phone / Fax:	
Address:	

<b>Union Relief &amp; Development Associations</b>	
Contact Name:	Jana Manasfi
Title:	Procurement Officer
E-mail:	<a href="mailto:urda.procurement@urda.org.lb">urda.procurement@urda.org.lb</a>
Phone / Fax:	71679710
Address:	Khalde, behind Al Rammal supermarket, Al Anwar bldg. Ground floor. Mount Lebanon

Date goods/services required by:	
Delivery address:	
Delivery method (if applicable)/ Incoterm:	
Payments Terms	

Number of samples required:	1
Kitting required (If yes provide details below):	

For vendor's to fill in								
Line Item	Description	Quantity requested	Unit of Measure	Currency	Unit Price	Total Price	Quantity Available (in Unit or %)	# of days needed to complete remaining quantity
1	Sugar	1	kg	USD	\$ -	\$ -		
2	Tahina (400g)	1	unit	USD	\$ -	\$ -		
3	Rice basmati	1	kg	USD	\$ -	\$ -		
4	Chickpeas	1	kg	USD	\$ -	\$ -		
5	Lentils	1	kg	USD	\$ -	\$ -		
6	Egyptian Rice	1	kg	USD	\$ -	\$ -		
7	Bulgur white 900g	1	unit	USD	\$ -	\$ -		
8	Vegetable Oil 1.7L	1	unit	USD	\$ -	\$ -		
9	Halawa 400g	1	unit	USD	\$ -	\$ -		
10	Pyramids Cheese 100g	1	unit	USD	\$ -	\$ -		
11	Pasta 500g	1	unit	USD	\$ -	\$ -		
12	Tomato Paste 245 g	1	unit	USD	\$ -	\$ -		
13	JAM 300 g	1	unit	USD	\$ -	\$ -		
14	Tea 160g	1	unit	USD	\$ -	\$ -		
15	Salt 700 g	1	unit	USD	\$ -	\$ -		
16	Flour 900g	1	unit	USD	\$ -	\$ -		
17	Vegetable ghee 700g	1	unit	USD	\$ -	\$ -		
18	Vermicelli 400g	1	unit	USD	\$ -	\$ -		
19	Lunch mortadella 200g	1	unit	USD	\$ -	\$ -		
20	canned chickpeas 400g	1	unit	USD	\$ -	\$ -		
21	canned bean 400g	1	unit	USD	\$ -	\$ -		
22	jam 350g	1	unit	USD	\$ -	\$ -		
23	halawa 400g	1	unit	USD	\$ -	\$ -		
24	noodles 75g	1	unit	USD	\$ -	\$ -		
25	canned fish 125g	1	unit	USD	\$ -	\$ -		
26	canned tuna 200g	1	unit	USD	\$ -	\$ -		
27	thyme 400g	1	unit	USD	\$ -	\$ -		
28	canned haricot 400g	1	unit	USD	\$ -	\$ -		
29	packing with Box	1	unit	USD	\$ -	\$ -		

Validity of the quotation:	0	Sub total	\$ -
INCOTERM (if different from the one requested)	NA	Delivery charge (if applicable)	\$ -
		Shipping insurance cost (if applicable)	\$ -
		Taxes (if applicable)	\$ -
		Discount	0.00%
		<b>TOTAL + VAT</b>	<b>USD \$ -</b>

Partial Quotation : Union Relief & Development Association **May Not** consider a partial quotation.

Union Relief & Development Associations main selection criteria is based on best value for money including : vendor's eligibility / meeting minimum technical criteria / delivery time lines / price / shelf life / warranty / after sale support / and other, as applicable to the individual transaction

<b>Supplier's offer confirmation:</b> by signing this document I acknowledge that I have reviewed and accepted all instructions below and I am authorized to present offer on behalf supplier	
Name	
Title	
Signature	

Additional information required: Delivery Location:

Supplier stamp



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