## FORM A: BID CONFIRMATION

Please acknowledge receipt of this ITB by completing this form and returning it by email to the address, and by the date specified, in the Letter of Invitation.

|  |  |  |  |
| --- | --- | --- | --- |
| To: | Maria Spinaki | | Email: spinaki@unfpa.org |
| From: | Insert name of bidder | |  |
| Subject | ITB reference UNFPA/DNK/ITB/21/011 | | |
| **Check the appropriate box** | | **Description** | |
|  | | **YES**, we intend to submit a bid. | |
|  | | **NO**. We are unable to submit a competitive offer for the requested goods/services at the moment | |

If you selected NO above, please state the reason(s) below:

|  |  |
| --- | --- |
| **Check applicable** | **Description** |
|  | The requested goods/services are not within our range of supply |
|  | We are unable to submit a competitive offer for the requested products at the moment |
|  | The requested products are not available at the moment |
|  | We cannot meet the requested specifications |
|  | We cannot offer the requested type of packing |
|  | We can only offer FCA prices |
|  | The information provided for bidding purposes is insufficient |
|  | Your ITB is too complicated |
|  | Insufficient time is allowed to prepare a bid |
|  | We cannot meet the delivery requirements |
|  | We cannot adhere to your terms and conditions e.g. payment terms, request for performance security, etc.. Please provide details below. |
|  | Sustainability criteria/requirements are too stringent (if applicable) |
|  | We do not export |
|  | We do not sell to the UN |
|  | Your volume is too small and does not meet our order quantity |
|  | Our production capacity is currently full |
|  | We are closed during the holiday season |
|  | We had to give priority to other clients’ requests |
|  | We do not sell directly but through distributors |
|  | We have no after-sales service available |
|  | The person handling the bids is away from the office |
|  | Other (please provide reasons below): |
| Further information: Click or tap here to enter text. | |
|  | We would like to receive future ITBs for this type of goods/services |
|  | We don’t want to receive ITBs for this type of goods/services |

Questions to the bidder concerning the reasons for NO BID should be addressed to Maria Spinaki, email [spinaki@unfpa.org](mailto:spinaki@unfpa.org)