

**NOTE: FOR UNHCR use**

**Annex D**

**SAMPLE INSPECTION FORM**

**ITB # :** ITB 2021 029

**Company's Name:**

REF#	ITEM	Specification and description	Unit	Remarks	Pass	Fail	Comment
PLYWOOD LOT 2							
1	Plywood sheet 8 mm	Canadian Douglas Fir, Finnish Spruce or similar. 3 plies minimum. Plies laid such that the grain is running in orthogonal directions. 2440mmx1220mmx8mm dimensions	Piece	8 mm minimum thickness, if this is not immediately available, please state the exact thickness of proposed alternative products. Manufactures specification has to be attached to bidding documents.			
2	Plywood sheet 4 mm	Canadian Douglas Fir, Finnish Spruce or similar. 3 plies minimum. Plies laid such that the grain is running in orthogonal directions. 2440mmx1220mmx4mm dimensions	Piece	4 mm minimum thickness, if this is not immediately available, please state the exact thickness of proposed alternative products. Manufactures specification has to be attached to bidding documents.			
Packing details:							
1	Goods shall be packed as follows: a. Packing unit: closed bundle b. Number of pieces per closed bundle: - plywood 2440mmx1220mmx8mm: 80 pcs/bundle - plywood 2440mmx1220mmx4mm: 180 pcs/bundle c. Marking: each bundle to be marked with an A4 paper that includes the following infromation: - UNHCR Logo - name of consignor (supplier/manufacturer) - purchase order no. - serial numbers shown over the total number of packing units comprising the consignment (number/total number) i.e. 1/5, 2/5, 3/5 etc...		-	-			
Overall (PASS/FAIL):							

**NB :**

/ Bidders shall send, free of charge, sample of each piece of item (15cm length x 15cm width)

**Members of Technical Evaluation Committee:**