

**INVITATION TO BID: No. ITB/RBAP/2021/001  
FOR THE ESTABLISHMENT  
OF A FRAME AGREEMENT FOR THE SUPPLY OF  
MULTI-PURPOSE SOLAR LAMP**

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**QUESTIONS AND ANSWERS**

**during solicitation period**

**Round 3 (Last round) - issued on 28 October 2021**

15. Can you please confirm where the proven track record documentation should be included? Should these documents be uploaded as part of the Technical or Financial submission?

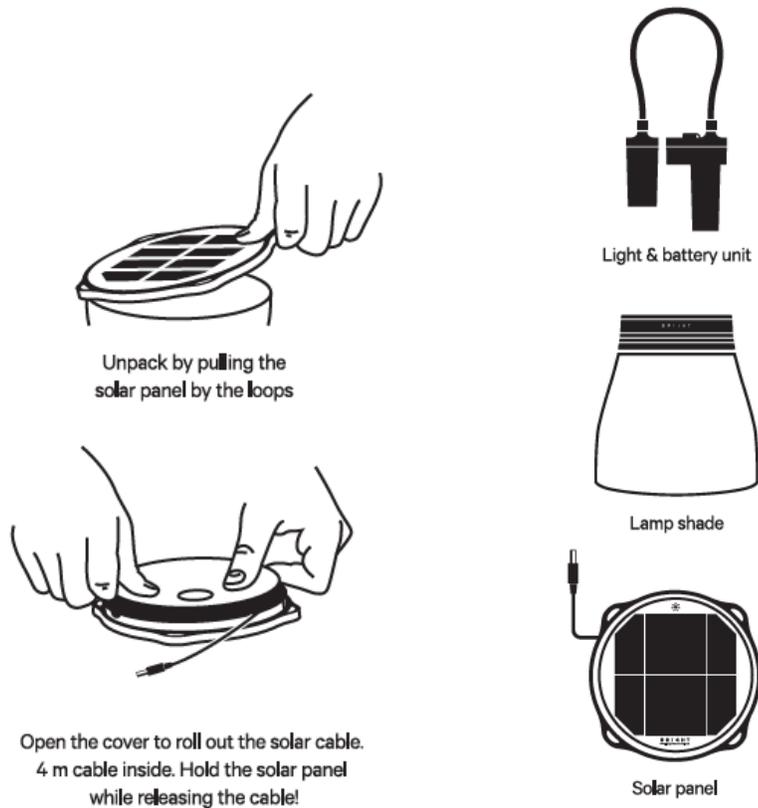
**UNHCR Answer:** It shall be included and uploaded as part of the technical proposal.

16. Can we submit 2 options/designs in the same offer, or shall we send each option in a separate offer noting them as Offer for Option 1 and another Offer for Option 2?

**UNHCR Answer:** If you have an alternative product(s) that fulfill the same function or offer better performance in terms of quality, cost-effectiveness, environmental impact, etc., please include them in your offer in addition to the offer for items specified in **Annex A** and specify clearly in your offer that it is an alternative product i.e., option 1, 2 etc.

17. Can you please send the vertical, top, and bottom view of the lamp? We would like to know where the solar panel is installed.

**UNHCR Answer:** The external solar panel is included in the package with another components. Please see below illustration picture of the solar lamp for your reference.



18. If we are registered with UNHCR, SMS-Budapest, is that supplier ID valid? Or do we need to separately fill up the Vendor Registration Form for the Regional Office?

**UNHCR Answer;** Please provide/indicate the supplier ID registered with UNHCR, SMS-Budapest in the vendor form, sign and stamp the official seal of your company in the vendor form. Then you can leave the rest of information in the form blank.

19. We noted the requirement to submit the sample to the UNHCR China office is within 5 working days from notification. We will be able to provide confirmation of the sample dispatch date in the form of a courier receipt / AWB within 5 working days but given the current scenario with logistics delays etc. we might not be able to guarantee its receipt date, as our factory is outside China. Hope this will be acceptable?

**UNHCR Answer;** We will communicate with the qualified suppliers on the provision of samples. In case of delay on the arrival of the samples, the qualified bidder must provide justification including documentation for our review and consideration.

20. The specifications listed in the ITB and the reference image shared in the Q&A thereafter bear striking resemblance to one very specific product, and in lieu of this, will other products exceed these input & output specifications 'PASS' the technical evaluation? The term 'minor deviations' used in previous Q&A is very subjective, and hence request further clarification on this.

**UNHCR Answer;** Please note that the technical specifications stipulated in the ITB – Annex A are minimum requirements and the picture of the product provided earlier is for reference only.

To be technically compliant, the offered product should meet the minimum technical specification requested in terms of functionality, quality, and should fulfil the propose of use as required in the specs.

21. The dimensions (15 x 15 x 16cm) & weight (700 gms) mentioned are extremely specific. Will products that are relatively more compact & lightweight be preferred if they meet or exceed the given specifications of Solar Panel, Battery, LEDs & Light modes?

**UNHCR Answer;** Same answer as per Question no. 16 and Question no. 20.

22. There is a requirement for 'Solar Panel with 4 Loops for Fixture' -- will another design option for fixture of solar panels on tents/temporary shelters be accepted?

**UNHCR Answer;** Same answer as Question no. 16. Furthermore, please note that if these alternative products are deemed as viable alternative to the existing product pending an evaluation from our technical experts, we will be issuing a separate tender notice for purposes of establishing agreements for those.

23. The battery specification is for a 3.2V 1500 mAh LiFePO4 battery having 2,000 cycles. Will a Li-ion battery of similar or higher specification be accepted, if its lifespan is of 2,000 cycles?

**UNHCR Answer:** In case of deviations to the details and minimum specifications required in ANNEX A, the supplier should state a clear indication on any deviation from the requirement for UNHCR review and consideration.

24. In the materials section, there is a mention of 'steel gooseneck' - can you please elaborate more on the application for this? If it is meant for hanging / carrying the lamp for multi-purpose use, will other materials such as ABS/Polycarbonate handles & hooks or velcro straps etc. be accepted as an alternative?

**UNHCR Answer;** If you have an alternative product(s) that fulfill the same function or offer better performance in terms of quality, cost-effectiveness, environmental impact, etc., please include them in your offer in addition to the offer for items specified in **Annex A** and specify clearly in your offer that it is an alternative product i.e., option 1, 2 etc. and provide the unit price for those alternative products in the financial offer accordingly.

25. Will a product that is approved under current Global LTA with UNHCR (SMS-Budapest) under this category 'Multi-purpose Solar Lamp with Charger' be accepted?

**UNHCR Answer:** The product will be under a Regional LTA for Asia and the Pacific. It will also be shared with SMS Budapest if they would like to use it.

26. Can we submit multiple product options as part of our bid?

**UNHCR Answer;** Yes, same answer as per Question no. 24

27. Is this ITB intended to award an LTA to only one supplier? Or will multiple suppliers meeting/exceeding the requirements be awarded an LTA?

**UNHCR Answer:** As indicated in the tender documents UNCHR reserves the right to award the contract or parts thereof to a single or multiple vendors. This will determine during the offers evaluation stage.

28. As per Annex B, for lead-time from PO, what is the quantity to be quoted for? Should we quote based on full container load or for a specific quantity?

**UNHCR Answer;** In annex B, please advise for our reference the FCA delivery time (in calendar day) for 150,000 units of solar lamp and for 50,000 units of solar lamp after placement of the PO.

29. With regards to offering Volume Discount, should this be included in Annex B, or as a separate document?

**UNHCR Answer;** In a separate document please.

30. 4. Formal acceptance of the UNHCR General Terms and Conditions for Provision of Goods-July 2018 version. Annex D (Duly Signed).  
5. Formal acknowledgment to the UN Supplier's Code of Conduct. Annex E(Duly signed)

I don't see the space in above two documents where I can sign my name. Should I make extra two documents for example like:

- 4. Statement of Formal Acceptance
- 5. Statement of Formal Acknowledgment

Or I should just sign any place in Annex E and Annex C?

**UNHCR Answer;** Please sign any place in Annex E and Annex C.

31. Can you help me find out what the final address the 150,000 solar lights will be shipped to?

**UNHCR Answer;** The suppliers are required to submit the offers based on FCA named place i.e., International Airport/ International Sea Port at origin only.

32. Should the manufacturers also provide the mobile charging cable as part of the offer since I tis not mentioned in the technical documents.

**UNHCR Answer;** Yes, the supplier can offer charging cable, but please note that the evaluation will be done on a "lowest costs that meets the technical requirements" basis

33. What is the minimum quantity required to be maintained for emergency operations?

**UNHCR Answer;** The quantity for emergency operations will be determined during the evaluation stage, however the quantity will be jointly agreed with the winning supplier(s) and UNHCR will commit to purchase it before the contract expiry. Obviously, the more a supplier can hold a dedicated emergency stock, it is better, but it should not exceed 30% of the total requirements.

34. Payment terms within 30 days after satisfactory implementation and receipt of documents in order. Does the satisfactory implementation imply date of invoicing or after the distribution of lamps to the refugee?

**UNHCR Answer;** UNHCR shall, on the fulfillment of the delivery terms, unless otherwise provided in the Contract or purchase order, make payment by bank transfer within thirty days of receipt of the Contractor's invoice for the goods and copies of any other documentation specified in the Contract. Further details can be found in annex D – General Conditions of Contract.

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