# Schedule of Requirements

**STATEMENT OF NEED: Supplying and Installing of Sewing Machines and Materials**

**Technical Specifications for Goods:**

**Lot 1: Sewing Machines**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Items\*** | **Descriptions / Specifications of Goods** | **Unit of Measure** | **Qty.** | **Location** |
|  |
| 1. Professional Sewing Machine | Servo motor (silant)/Actual Speed 5000 cycle per minute /1 needle /lock stitch sewing /needle DBX1 11-18 /max stitch 0-5mm / height presser foot 5-13 mm / hook size normal / max sewing speed (rpm) 5000/easy and smart panel /  LED light (3 set) /bobbin winder / easy speed control / needle position control / needle easy position switch / automatic oil pump / board and motor Warranty / international factory / 220 volt / saving power 71٪ / work on all fabric | EA | 10 | Alshallalah / Aqaba |  |
| EA | 6 | Samma / Irbid |  |
| EA | 6 | ALturah / Irbid |  |
| EA | 8 | "Western Madaba /Madaba |  |
| EA | 6 | Maghreb Al-Salt / Alsalt |  |
|  |
| **Total** | | **EA** | **36** |  |  |
| 2.Overlock Machines | Servo motor (silant) / power saving / high speed 5500 / 5 threads overlock machine / needle number 2 /needle DCX27 14# / needle distance 3mm / stitch width 4mm / stitch length 3.8mm / Differential ratio 0.7-2 / pressure foot lifting height 5mm / LED (3set) / speed adjust one key rest / needle position control / needle bar with forced oil return / large feeding space 27 mm/ warranty on motor and control box / work on all types of fabric with easy switch key to change the fabric types / International factory. | EA | 2 | Alshallalah / Aqaba |  |
| EA | 2 | Samma / Irbid |  |
| EA | 2 | ALturah / Irbid |  |
| EA | 2 | "Western Madaba /Madaba |  |
| EA | 2 | Maghreb Al-Salt / Alsalt |  |
| **Total** | | **EA** | **10** |  |  |
| 3.Cutting Tables | 4-legged Table for cutting cloth/ Molded Wood Formica/ has a shelf at the bottom/ Length: 2 Meter / Width: 150 cm / height 80 cm | EA | 1 | Alshallalah / Aqaba |  |
| EA | 1 | Samma / Irbid |  |
| EA | 1 | ALturah / Irbid |  |
| EA | 1 | "Western Madaba /Madaba |  |
| EA | 1 | Maghreb Al-Salt / Alsalt |  |
| **Total** | | **EA** | **5** |  |  |
| 4.Plastic Measurement Rulers | Rulers, tailor’s ruler, hip curve ruler, vary form curve, Tape measure | EA | 8 | Alshallalah / Aqaba |  |
| EA | 8 | Samma / Irbid |  |
| EA | 8 | ALturah / Irbid |  |
| EA | 8 | "Western Madaba /Madaba |  |
| EA | 8 | Maghreb Al-Salt / Alsalt |  |
| **Total** | | **EA** | **40** |  |  |
| 5.Steam Iron | Soleplate, steam output, spray, steam tip, power 1600-1800 w, weight 1.06 KG, voltage 240 V, power cord thing 1.8 | EA | 1 | Alshallalah / Aqaba |  |
| EA | 1 | Samma / Irbid |  |
| EA | 1 | ALturah / Irbid |  |
| EA | 1 | "Western Madaba /Madaba |  |
| EA | 1 | Maghreb Al-Salt / Alsalt |  |
| EA | 1 | Ein elbeda/Altafileh |  |
| **Total** | | **EA** | **6** |  |  |
| 6.Iron Table | • Steel steam iron rest suitable for all popular (steam) irons • Stable worktop - solid two leg frame (22 mm diameter steel tube) • Ergonomic - adjustable to 7 heights (69 - 96 cm) • 'Child lock' - prevents ironing table collapsing accidentally • Transport lock - to keep folded for storage • Robust protective non-slip caps • 100% cotton cover with resilient foam underlay • Available with various cover designs combined with lacquered frame. • Always a taut ironing cover – cord binder and stretch system Height 159.0 cm Width 48.5 cm Depth 7.0 cm | EA | 1 | Alshallalah / Aqaba |  |
| EA | 1 | Samma / Irbid |  |
| EA | 1 | ALturah / Irbid |  |
| EA | 1 | "Western Madaba /Madaba |  |
| EA | 1 | Maghreb Al-Salt / Alsalt |  |
| **EA** | **1** | Ein elbeda/Altafileh |  |
| **Total** | |  | **6** |  |  |
| 7.Worktables for tailoring | Wooden table for tailoring machines/ with small storage drawer at the bottom/ 0.55\* 1.20 m. Hight 0.8 m | EA | 2 | Alshallalah / Aqaba |  |
| 2 | Samma / Irbid |  |
| 2 | ALturah / Irbid |  |
| 2 | "Western Madaba /Madaba |  |
|  |  | 2 | Maghreb Al-Salt / Alsalt |  |
| **Total** | |  | **10** |  |  |
| 8.Buttonhole Sewing Machine | Lightbulb – LED Dimensions: 15.2"W x 12"H x 6.2"D Feet Dog: Drop Feet Type Included: Zipper, All-purpose, Buttonhole, Button Sewing Foot Fixing Type: Snap on/off Number of Feet Included: 4 Presser Foot System: High bar Pressure Adjustment: Adjustable | EA | 2 | Alshallalah / Aqaba |  |
| 1 | Samma / Irbid |  |
| 1 | ALturah / Irbid |  |
| 1 | "Western Madaba /Madaba |  |
| 1 | Maghreb Al-Salt / Alsalt |  |
| **Total** | |  | **6** |  |  |
| 9.Wash rack | Height: 134 cm \* Width: 57.5 cm \* Type: Clothes dryers \* Material: Aluminum | EA | 1 | Alshallalah / Aqaba |  |
| 1 | Samma / Irbid |  |
| 1 | ALturah / Irbid |  |
| 1 | "Western Madaba /Madaba |  |
| 1 | Maghreb Al-Salt / Alsalt |  |
| 1 | **Um Sayhoun** |  |
| **Total** | |  | **6** |  |  |

**Lot 2: Sewing Materials:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Serial | Item | **UOM** | **Shallalah** | **Samma** | **Alturah** | **Magareb Slalt** | **South Madaba** |
| 1 | Green plain fabric | M | 150 | 150 | 150 | 150 | 150 |
| 2 | Blue plain fabric | M | 150 | 150 | 150 | 150 | 150 |
| 3 | hand needle size 5 | Dozen | 10 | 10 | 10 | 10 | 10 |
| 4 | Plastic bags for colthes (Naylon cover) | Roll | 4 | 4 | 4 | 4 | 4 |
| 5 | Jordan flag (sticker to be fixed on clothes) medium size | Piece | 500 | 500 | 500 | 500 | 500 |
| 6 | clothes hanger (light metal) | Piece | 50 | 50 | 50 | 50 | 50 |
| 7 | sewing pins | Dozen | 5 | 5 | 5 | 5 | 5 |
| 8 | petron drawing paper | Sheet | 20 | 20 | 20 | 20 | 20 |
| 9 | sewing carbon | Sheet | 20 | 20 | 20 | 20 | 20 |
| 10 | sewing roulette | Piece | 1 | 1 | 1 | 1 | 1 |

**Delivery Requirements**

|  |  |
| --- | --- |
| **Delivery Requirements** | |
| **Delivery date and time** | Vendor shall deliver the goods 3 weeks after Contract signature. |
| **Delivery Terms (**[**INCOTERMS 2020**](https://iccwbo.org/resources-for-business/incoterms-rules/incoterms-2020/)**)** | DAP to the delivery locations stated above |
| **Customs clearance**  **(must be linked to INCOTERM)** | Not applicable  Shall be done by:  Name of organisation  Vendor/bidder  Freight Forwarder |
| **Exact Address(es) of Delivery Location(s)** | As per stated above |
| **Special Packing Requirements** | All items to be packed and delivered safely to the locations |
| **Training on Operations and Maintenance** | Training in using the sewing and overlock machines, refilling oil and other minor maintenance. |
| **Warranty Period** | Minimum 3 years warranty including spare parts and labor cost. |
| **After-sales service and local service support requirements** | a) Training on operations and maintenance b) Successful delivery to the point of consumption b) Minimum 3 years warranty including spare parts and labor cost c) Brand new replacement if purchased unit is beyond repair |
| **Preferred Mode of Transport** | Land |
| **Subcontracting** | The vendor is strongly encouraged not to sub-contract > 50% of the total work. If a vendor/s intend to do so, they must state the actual percentage (that will be outsourced) in their offer/quotation. |

**Inspections and tests:**

**a. Kindly provide us with catalogues for the quoted items.**

**b. Please also provide us with any quality assurance certificates.**

**c. Brands of machines and certificate of origin to be mentioned**

If the goods fail to meet the laid down specifications, the vendor shall take immediate steps to remedy the deficiency or replace the defective goods to the satisfaction of UN Women.

# Technical and Financial Offer

***Vendors are requested to complete this form, sign it and return it as part of their quotation****. The Vendor shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted. Instructions on inclusion of VAT and other direct/indirect taxes are included in the solicitation documents and shall be followed when preparing the financial proposal.*

|  |  |  |
| --- | --- | --- |
| Name of Vendor: | Click or tap here to enter text. | |
| RFQ reference: | Click or tap here to enter text. | Date: Click or tap to enter a date. |

***Lot 1: Sewing Machines***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Currency of the Quotation: JOD**  **INCOTERMS: DAP to the delivery locations specified** | | | | | |
| **Item No** | **Description** | **UOM** | **Qty** | **Unit price JOD** | **Total price JOD** |
| 1. | Professional Sewing Machine. Servo motor (silant) /Actual Speed 5000 cycle per minute /1 needle /lock stitch sewing /needle DBX1 11-18 /max stitch 0-5mm / height presser foot 5-13 mm / hook size normal / max sewing speed (rpm) 5000/easy and smart panel /LED light (3 set) /bobbin winder / easy speed control / needle position control / needle easy position switch / automatic oil pump / board and motor Warranty / international factory / 220 volt / saving power 71٪ / work on all fabric | Each | 36 |  |  |
| 2. | Overlock Machines. Servo motor (silant) / power saving / high speed 5500 / 5 threads overlock machine / needle number 2 /needle DCX27 14# / needle distance 3mm / stitch width 4mm / stitch length 3.8mm / Differential ratio 0.7-2 / pressure foot lifting height 5mm / LED (3set) / speed adjust one key rest / needle position control / needle bar with forced oil return / large feeding space 27 mm/ warranty on motor and control box / work on all types of fabric with easy switch key to change the fabric types / International factory. | Each | 10 |  |  |
| 3. | Cutting Tables. 4-legged Table for cutting cloth/ Molded Wood Formica/ has a shelf at the bottom/ Length: 2 Meter / Width: 150 cm / height 80 cm | Each | 5 |  |  |
| 4. | Plastic Measurement Rulers. Rulers, tailors ruler, hip curve ruler, vary form curve, Tape measure | Each | 40 |  |  |
| 5. | Steam Iron. Soleplate, steam output, spray, steam tip, power 1600-1800 w, weight 1.06 KG, voltage 240 V, power cord thing 1.8 | Each | 6 |  |  |
| 6. | Iron Table. Steel steam iron rest suitable for all popular (steam) irons  • Stable worktop - solid two leg frame (22 mm diameter steel tube)  • Ergonomic - adjustable to 7 heights (69 - 96 cm)  • 'Child lock' - prevents ironing table collapsing accidentally  • Transport lock - to keep folded for storage  • Robust protective non-slip caps  • 100% cotton cover with resilient foam underlay  • Available with various cover designs combined with lacquered frame.  • Always a taut ironing cover – cord binder and stretch system  Height 159.0 cm  Width 48.5 cm  Depth 7.0 cm | Each | 6 |  |  |
| 7. | Wooden table for tailoring machines/ with small storage drawer at the bottom/ 0.55\* 1.20 m. Hight 0.8 m | Each | 10 |  |  |
| 8. | Lightbulb – LED Dimensions: 15.2"W x 12"H x 6.2"D Feet Dog: Drop Feet Type Included: Zipper, All-purpose, Buttonhole, Button Sewing Foot Fixing Type: Snap on/off Number of Feet Included: 4 Presser Foot System: High bar Pressure Adjustment: Adjustable | Each | 6 |  |  |
| 9. | Wash Rack :Height: 134 cm \* Width: 57.5 cm \* Type: Clothes dryers \* Material: Aluminum | Each | 6 |  |  |
| Total Price JOD | | | | |  |
| Transportation Price JOD | | | | |  |
| Installation Price if any JOD | | | | |  |
| Training Price if any JOD | | | | |  |
| **Total Final and All-inclusive DAP Price JOD** | | | | |  |

***Lot 2 : Sewing Materials***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Currency of the Quotation: JOD**  **INCOTERMS: DAP to the delivery locations specified** | | | | | |
| **Item No** | **Description** | **UOM** | **Qty** | **Unit price JOD** | **Total price JOD** |
| 1. | Green plain fabric | M | 750 |  |  |
| 2. | Blue plain fabric | M | 750 |  |  |
| 3. | hand needle size 5 | Dozen | 50 |  |  |
| 4. | Plastic bags for clothes (Naylon cover) | Roll | 20 |  |  |
| 5. | Jordan flag Logo (to be fixed on clothes) small size 20\*25 L\*W | Piece | 2500 |  |  |
| 6. | clothes hanger (light metal) | Piece | 250 |  |  |
| 7. | sewing pins | Dozen | 25 |  |  |
| 8. | petron drawing paper | Sheet | 100 |  |  |
| 9. | sewing carbon | Sheet | 100 |  |  |
| 10. | sewing roulette | Piece | 5 |  |  |
| Total Price JOD | | | | |  |
| Transportation Price JOD | | | | |  |
| Installation Price if any JOD | | | | |  |
| Training Price if any JOD | | | | |  |
| **Total Final and All-inclusive DAP Price JOD** | | | | |  |

***Note*: *In case of discrepancy between unit price and total, the unit price shall prevail.***

**Compliance with Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
| Requirement | Your Responses | | |
| Yes, we will comply | No, we cannot comply | If you cannot comply, pls. indicate counter proposal |
| Minimum Technical Specifications |  |  | Click or tap here to enter text. |
| Delivery Term ( DAP INCOTERMS) |  |  | Click or tap here to enter text. |
| Delivery Lead Time 3 weeks from PO |  |  | Click or tap here to enter text. |
| Warranty and After-Sales Requirements: Minimum 3 years warranty including spare parts and labor cost. |  |  | Click or tap here to enter text. |
| Validity of Quotation 90 days |  |  | Click or tap here to enter text. |
| Payment terms : 30 days upon statisfactory of good receipt and traning services. |  |  | Click or tap here to enter text. |
| Training on Operations and Maintenance |  |  | Click or tap here to enter text. |

**Other Information:**

|  |  |
| --- | --- |
| Estimated weight/volume/dimension of the Consignment: | Click or tap here to enter text. |
| Country/ies of Origin:  (*if export licence required this must be submitted if awarded the contract*) | Click or tap here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted. | | | |
| Company Name: | Click or tap here to enter text. | Authorized Signature: |  |
| Address: | Click or tap here to enter text. | Date: | Click or tap here to enter text. |
| Phone No.: | Click or tap here to enter text. | Functional title of Authorized Signatory: | Click or tap here to enter text. |
| E-mail address: | Click or tap here to enter text. | E-mail address: | Click or tap here to enter text. |