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| **S.N** | **Anticipated requirements** | **Offered requirements** |
| 1. | The vendor should supply and delivery bottled drinking water to different locations in Poland as per the table in the ToR |  |
| 2. | The vendor should supply and deliver bio cups as per the table in the ToR |  |
| 3. | The vendor should supply and deliver water dispensers as per the table in the ToR |  |
| 4. | The vendor should supply and deliver stands for water as per the table in the ToR |  |
| 5. | The vendor should provide mandatory maintenance of all water dispensers once per 2 months |  |
| 6. | The vendor should arrange ad hoc service of water dispensers upon request/need |  |
| 7. | The vendor should arrange the replacement of damaged water dispenser on spot |  |
| 8. | Compliance with the requirements for bottled drinking water:  Compliance with Polish and EU regulations regarding water quality |  |
| 9. | Compliance with the requirements for bottles: 18.9l |  |
| 10. | Compliance with the requirements for bio caps:  - All components should made from renewable resources  - Certified carbon neutral  - Diameter top: 80mm or similar  - 270 ml or similar |  |
| 11. | Compliance with the requirements for water dispensers:   * Standing alone * Cooling and warming options * Low noise design * Anti bacterial Material |  |
| 12. | The vendor should arrange water delivery on time with prior arrangement with the UNHCR. |  |
| 13. | The vendor should deliver bottled water inside premises. |  |
| 14. | The vendor should provide the focal point, who will be responsible for managing the UNHCR requests. |  |
| 15. | The vendor should provide UNHCR with the possibility to extend the services to additional locations. |  |

* **Please submit this form in PDF Format only.**
* **No Pricing information on this form, please fill Annex C for your financial offer.**

**For the sake of technical evaluation of your offer. Please make sure to provide:**

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| **S.N.** | **Technical Evaluation Criteria** | **Confirmation (Yes/No)** |
| 1. | Conformity with the requested Technical specifications mentioned in Annex A. Please confirm the offered specifications using Annex B Technical offer form. |  |
| 2. | Copy of a valid Commercial registration/business certificate in Poland. |  |
| 3. | Bidder has a commercial bank account, Please fill Annex D (Vendor Registration Form), if you are not registered with UNHCR. |  |
| 4. | Acceptance of UNHCR General Conditions of Contracts for the Provision of Goods (Annex E). Please stamp each page of Annex E, or provide a statement accepting UNHCR General Conditions of Contracts for the Provision of Goods (Annex E). |  |
| 5. | Acceptance of UN Supplier Code of Conduct (Annex F); Please stamp each page of Annex E, or provide a statement accepting UN Supplier Code of Conduct (Annex F). |  |

**Company Name:**

**Company Contact Person:**

**Mobile Phone:**

**E-mail address:**

**Company Official Stamp**