

## Section III: Returnable Bidding Forms

**Note to Bidders: Instructions to complete each Form are highlighted in blue in each Form. Please complete the Returnable Bidding Forms as instructed and return them as part of your quotation.**

E-sourcing reference: For the supply of **Condom in Myanmar**

Case reference: **ITB/2023/47349**

- Form A: Joint Venture Partner Information Form (If applicable)
- Form B: Bid Submission Form
- Form C: Price Schedule Form
- Form D: Technical Quotation Form
- Form E: Delivery Requirement Form
- Form F: One UNOPS Vendor Profile Form
- Form G: Manufacturer's authorisation Form

**Form A: Joint Venture Partner Information Form (only if applicable)**

[The Bidder shall fill in this Form in accordance with the instructions indicated below]

E-sourcing case reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

JV / Consortium/ Association Information	
<b>Name</b>	[complete]
<b>Names of each partner and contact information</b> (address, telephone numbers, fax numbers, e-mail address)	[complete]
<b>Name of leading partner</b> (with authority to bind the JV, Consortium, Association during the Bidding process and, in the event a Contract is awarded, during contract execution)	[complete]
<b>Proposed proportion of responsibilities between partners (in %) with indication of the type of the goods/services to be delivered by each</b>	[complete]

**Signatures of all partners of the JV:**

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/ Consortium/ Association shall be jointly and severally liable to UNOPS for the fulfilment of the provisions of the Contract.

Name of partner: \_\_\_\_\_

Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Name of partner: \_\_\_\_\_

Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Form B: Bid Submission Form

Bidders are requested to complete this form, sign it and return it as part of their bid submission. The bidder 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.

Date: **[Insert submission date]**

**Subject:** For the supply of **Condom in Myanmar**,  
**ITB e-sourcing Case No:** ITB/2023/47349, dated **[insert date]**

We, the undersigned, declare that:

- a. We have examined and have no reservations to the bidding documents, including amendments No.: **[Insert the number and issuing date of each amendment]**;
- b. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract, and in accordance with the delivery schedules specified in the Schedule of Requirements
- c. The total price of our bid, excluding any discounts offered in item (d) below, is: **[Insert the total bid price in words and figures, indicating the various amounts and the respective currencies]**;
- d. The discounts offered and the methodology for their application are:
  - **Discounts:** If our bid is accepted, the following discounts shall apply. **[Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies, including if applicable discounts for accelerated payment.]**
  - **Methodology of application of the discounts:** The discounts shall be applied using the following method: **[Specify in detail the method that shall be used to apply the discounts]**;
- e. Our bid shall be valid for the period of time of **90 days** from the date fixed for the bid submission deadline as set out in the ITB, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- f. If our bid is accepted, and if so requested in Section I: ITB Particulars, we commit to obtain a performance security in accordance with Instructions to Bidders, Article 34 and the General Conditions of Contract;
- g. We have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS;
- h. We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgement or pending legal action against them that could impair their operations in the foreseeable future;
- i. Our firm confirms that the Bidder and sub-contractors have not been associated, or had been involved in any way, directly or indirectly, with the preparation of the design, terms of references and/or other documents used as a part of this solicitation;
- j. We embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact;
- k. Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by UNOPS, nor is included in the suspended/ineligibility list of the UN/PD, other UN Agencies, the UN Security Council, and the World Bank, in accordance with Instructions to Bidders Article 4, Eligibility;
- l. We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this ITB and will not engage in any such activity during the performance of any contract awarded;

- m. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

I, the undersigned, certify that I am duly authorized by **[insert full name of bidder]** to sign this bid and bind **[insert full name of bidder]** should UNOPS accept this bid:

Name : \_\_\_\_\_

Title : \_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_

**[Stamp form of bid with official stamp of the bidder]**

## Form C: Price Schedule Form

Bidders shall fill in this Price Schedule Form in accordance with the instructions indicated.

E-sourcing case reference no: ITB/2023/47349

Name of Bidder: insert name of bidder

**NOTE: Bidders shall be allowed to quote prices for one or more lots identified in this tender. However, bidders must offer 100% of the items specified for each lot and 100% of the quantities specified for each item of a lot. Evaluation will be done per lot.**

### Note:

\* Quoted prices shall be **net of Duties and Taxes** as UNOPS does not pay taxes.

Currency	USD
----------	-----

Lot No.	Item No.	Description of Goods	Unit	Pack Size	Required Quantity in Unit	Manufacturer/ Country of Origin	Unit Price FCA Port of Origin	Total Price FCA Port of Origin
1	1	Male condom 49mm, natural/Pink for NAP	Pack	Pack of 144 pcs	14,000			
	2	Male condom 49mm, flavoured (banana), lubricant for NAP	Pack	Pack of 144 pcs	1,000			
	3	Male condom 53mm, natural, lubricant for NAP	Pack	Pack of 144 pcs	14,000			
Total FCA price								
Total Freight Cost								
Total CPT price Yangon Port of Entry								

Lot No.	Item No.	Description of Goods	Unit	Pack Size	Required Quantity in Unit	Manufacturer/ Country of Origin	Unit Price FCA Port of Origin	Total Price FCA Port of Origin
2	1	Male condom 49mm, natural/Pink for other SRs	Pack	Pack of 144 pcs	22,700			
	2	Male condom 49mm, flavoured (banana), lubricant for other SRs	Pack	Pack of 144 pcs	4,500			
	3	Male condom 53mm, natural, lubricant for other SRs	Pack	Pack of 144 pcs	20,000			
Total FCA price								
Total Freight Cost								
Total CPT price Yangon Port of Entry								

Lot No.	Item No.	Description of Goods	Unit	Pack Size	Required Quantity in Unit	Manufacturer/ Country of Origin	Unit Price FCA Port of Origin	Total Price FCA Port of Origin
3	1	Male condom 49mm, natural/Pink for NAP	Pack	Pack of 144 pcs	18,827			
	2	Male condom 49mm, flavoured (banana), lubricant for NAP	Pack	Pack of 144 pcs	2,034			
	3	Male condom 53mm, natural, lubricant for NAP	Pack	Pack of 144 pcs	17,305			
Total FCA price								
Total Freight Cost								
Total CPT price Yangon Port of Entry								

Lot No.	Item No.	Description of Goods	Unit	Pack Size	Required Quantity in Unit	Manufacturer/ Country of Origin	Unit Price FCA Port of Origin	Total Price FCA Port of Origin
4	1	Male condom 49mm, natural/Pink for other SRs	Pack	Pack of 144 pcs	66,049			
	2	Male condom 49mm, flavoured (banana), lubricant for other SRs	Pack	Pack of 144 pcs	15,910			
	3	Male condom 53mm, natural, lubricant for other SRs	Pack	Pack of 144 pcs	90,835			
Total FCA price								
Total Freight Cost								
Total CPT price Yangon Port of Entry								

**The bidder is requested to filled the following shipment information:**

Lot No.	Item No.	Number of Containers
1	1	
	2	
	3	
2	1	
	2	
	3	
3	1	
	2	
	3	
4	1	
	2	
	3	

I, the undersigned, certify that I am duly authorized by **[insert full name of bidder]** to sign this bid and bind **[insert full name of bidder]** should UNOPS accept this bid:

Name : \_\_\_\_\_

Title : \_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_

## Form D: Technical Quotation Form

E-sourcing reference no: ITB/2023/47349

Name of Bidder: insert name of bidder

Bidders are required to complete the **Comparative Data Tables** below to demonstrate compliance with UNOPS minimum requirements and insert them below. Bidders are NOT allowed to make any change in the “UNOPS requirements” columns of the Comparative Data Tables. Such changes might disqualify your quotation.

### ❖ A. Technical specifications for Goods – Comparative Data Table

Lot No.	Item No	Description	UNOPS minimum technical requirements	Is quotation compliant? Bidder to complete	Details of goods offered. Bidder to complete
1	1	Male condom 49mm, natural/ Pink for NAP	Condom Material- Natural Latex Texture- Plain Colour- Natural / Pink Length- 170 mm Width- 49 mm Odour: Odourless Thickness, oil, shape of package are as per WHO/UNFPA specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<span style="background-color: yellow;">Insert details of goods offered, including specifications and brand/model offered if applicable</span>
	2	Male condom 49mm, flavoured (banana), lubricant for NAP	CONDOM, male, Flavoured (banana),lubricant 49mm width, WHO/UNFPA Prequalified,	<input type="checkbox"/> Yes <input type="checkbox"/> No	<span style="background-color: yellow;">Insert details of goods offered, including specifications and brand/model offered if applicable</span>
	3	Male condom 53mm, natural, lubricant for NAP	CONDOM, male, lubricant 53mm width, natural, WHO/UNFPA Prequalified	<input type="checkbox"/> Yes <input type="checkbox"/> No	<span style="background-color: yellow;">Insert details of goods offered, including specifications and brand/model offered if applicable</span>
2	1	Male condom 49mm, natural/Pink for other SRs	Condom Material- Natural Latex Texture- Plain Colour- Natural / Pink Length- 170 mm Width- 49 mm Odour: Odourless Thickness, oil, shape of package are as per WHO/UNFPA specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<span style="background-color: yellow;">Insert details of goods offered, including specifications and brand/model offered if applicable</span>
	2	Male condom 49mm, flavoured (banana), lubricant for other SRs	CONDOM, male, Flavoured (banana),lubricant 49mm width, WHO/UNFPA Prequalified,	<input type="checkbox"/> Yes <input type="checkbox"/> No	<span style="background-color: yellow;">Insert details of goods offered, including specifications and brand/model offered if applicable</span>
	3	Male condom 53mm, natural, lubricant for other SRs	CONDOM, male, lubricant 53mm width, natural, WHO/UNFPA Prequalified	<input type="checkbox"/> Yes <input type="checkbox"/> No	<span style="background-color: yellow;">Insert details of goods offered, including specifications and brand/model offered if applicable</span>

3	1	Male condom 49mm, natural/ Pink for NAP	Condom Material- Natural Latex Texture- Plain Colour- Natural / Pink Length- 170 mm Width- 49 mm Odour: Odourless Thickness, oil, shape of package are as per WHO/UNFPA specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable
	2	Male condom 49mm, flavoured (banana), lubricant for NAP	CONDOM, male, Flavoured (banana),lubricant 49mm width, WHO/UNFPA Prequalified,	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable
	3	Male condom 53mm, natural, lubricant for NAP	CONDOM, male, lubricant 53mm width, natural, WHO/UNFPA Prequalified	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable
4	1	Male condom 49mm, natural/Pink for other SRs	Condom Material- Natural Latex Texture- Plain Colour- Natural / Pink Length- 170 mm Width- 49 mm Odour: Odourless Thickness, oil, shape of package are as per WHO/UNFPA specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable
	2	Male condom 49mm, flavoured (banana), lubricant for other SRs	CONDOM, male, Flavoured (banana),lubricant 49mm width, WHO/UNFPA Prequalified,	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable
	3	Male condom 53mm, natural, lubricant for other SRs	CONDOM, male, lubricant 53mm width, natural, WHO/UNFPA Prequalified	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable

### Other UNOPS Requirements – Comparative Data Table

STANDARD REQUIREMENTS	Is quotation compliant? Bidder to complete
<p><b>Quality Assurance Requirement:</b></p> <ol style="list-style-type: none"> <li>1. The product shall comply with the WHO/UNFPA specification for male condoms.</li> <li>2. The offered product. manufcatauring site shall be WHO/UNFPA PQ and included in the below link. <a href="https://www.unfpa.org/sites/default/files/resource-pdf/Prequalification%20List%20for%20Male%20Condoms_29%20March%202022.pdf">https://www.unfpa.org/sites/default/files/resource-pdf/Prequalification%20List%20for%20Male%20Condoms_29%20March%202022.pdf</a></li> <li>3. The bidder shall provide the WHO/UNFPA PQ approval letter of the offered product.</li> </ol> <p><b>Quality Control:</b></p> <p>The Supplier shall be required to carry out in-house testing of each batch in line with the WHO/UNFPA specification.</p> <p>With each consignment the Supplier must provide a certificate of quality control test results for each batch in conformity with the WHO/UNFPA specifications and in accordance with the general sampling levels appropriate to each feature as necessary.</p> <p>UNOPS may arrange pre-shipment inspection and sample testing of condoms. The supplier shall provide the testing methods as per WHO/UNFPA along with a certificate of analysis for each batch offered at the time of pre-shipment inspection. UNOPS will arrange for sample testing through an independent laboratory, which should not influence the Supplier's regular testing procedures. In the event that a defect is detected either in the quality of a product, or in any other aspects such as packaging, the Supplier will be requested to replace the same at its own cost.</p> <p>In the event a dispute should arise between UNOPS and the Supplier, a counter analysis will be carried out by an independent neutral accredited laboratory agreed by both UNOPS and the Supplier. If the counter analysis confirms the defect, the cost of such analysis will be borne by the Supplier as well as the replacement and disposal of the defective goods. In the event the independent analysis confirms the quality of the product, UNOPS will meet all costs for such analysis.</p>	<div data-bbox="1268 1098 1429 1129"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div>

Packaging and Labelling Specifications	Is quotation compliant? Bidder to complete
<p>1) Primary package: As per WHO/UNFPA specifications</p> <p>The recommended packages should be constructed of a laminate, which includes a layer of suitable impermeable flexible aluminium foil (recommended minimum thickness of 8 micrometres) and layers of plastic materials suitable for the mechanical protection of the metal foil and for printing and sealing. The package shall be hermetically sealed and shall protect the product from oxygen, ozone, water vapour, ultraviolet and visible light.</p> <p>Reference shall be made to WHO/UNFPA specifications:</p> <p>SEALING TYPE: Square</p> <p>STRIP SIZE: 4</p> <p>Marking Requirement (On each Square Pack):</p> <ul style="list-style-type: none"> <li>▪ Manufacturer's name</li> <li>▪ Batch No.</li> <li>▪ Mfg Date</li> <li>▪ Exp Date</li> </ul> <p>2) <b>Inner Boxes-</b> As per WHO/UNFPA specifications. 36 strips of 4 condoms each shall be packed in the inner box.</p> <p>3) <b>Exterior shipping Cartons-</b> As per WHO/UNFPA specifications. Number of Inner boxes(Gross Pack) per SHIPPING CARTON : 50</p> <p>Additional marking in Shipping Cartons:</p> <ul style="list-style-type: none"> <li>• Manufacturing License No. :</li> <li>• Country of origin :</li> </ul> <p>4) The final cartons should be shrink-wrapped in a clear plastic and should be palletized for shipment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Shelf Life	Is quotation compliant? Bidder to complete
<p>If any product has shelf life, remaining shelf life on arrival shall be minimum 75% of the total shelf life. The supplier shall indicate the manufacturing and expiry date on outer packaging.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Complaints	Is quotation compliant? Bidder to complete
<p>Any complaint from UNOPS or the recipient countries will be handled by the Supplier according to its internal standard operating procedures, and pursuant to the provisions relating to provisions as set out in the General Conditions.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

Recall	Is quotation compliant? Bidder to complete
<p>If, after delivery, a batch has to be recalled, for whatever reason, the Supplier will inform UNOPS immediately. The Supplier will replace, at its own cost, all items covered by the recall with goods that fully meet the requirements of the original Purchase Order, and arrange for the collection or destruction of any <b>defective goods</b>.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sustainability Requirements	Is quotation compliant? Bidder to complete
<p>Bidder must provide one of the following for sustainability requirement:</p> <ul style="list-style-type: none"> <li>• Documentation confirming the presence of a valid Environmental Management System such as ISO 14001 or equivalent or</li> <li>• A copy of the organisation's sustainability policy or</li> <li>• A copy of the organisation's latest corporate social responsibility report or</li> <li>• A copy of the organisation's most recent UN Global Compact Communication on Progress report or</li> <li>• A signed statement from the President (or other executive officer) confirming the organisation's commitment to sustainability</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No (Bidder to submit the document along with the bid)
<p><b>Supplier's commitment to gender equality:</b>          The bidder shall provide a response that demonstrates its commitment to support gender equality and women's empowerment through its operations.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No (Bidder to submit the document along with the bid)

## Form E: Delivery Requirement Form

### ❖ Delivery requirements — Comparative Data Table

UNOPS Requirements		Is quotation compliant? Bidder to complete	If no, Pls mention your offer
<b>Delivery Schedule</b>	<p><b>Product readiness and submission of shipping documents as per below table mentioned delivery schedule.</b></p> <p>Shipment shall be made only after UNOPS provides the greenlight.</p> <p>Due to the limitation of custom procedure, we require separate shipments, separate sets of AWB/BLs and other shipping documents for each lot even if they are the same delivery time requirement as they are for different beneficiaries and a separate Tax Exemption certificate (TEC) approval process is required.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
<b>Submission of shipping documents</b>	<p>The supplier shall provide draft BOL and other shipping documents in advance to UNOPS for prior checking. Then the supplier shall provide final BOL and other shipping documents as soon as the Goods are delivered to the shipping line.</p> <p>The shipment shall be made within 10 days of UNOPS issuing the Greenlight.</p> <p>Depending on the rules and regulations of Myanmar custom department, which may be updated from time to time, UNOPS may request separate sets of AWB/BLs and other shipping documents to expedite the importation of the shipment into the country. The supplier may need to submit additional sets of Invoice, packing list and other related documents (upon request from authority) to UNOPS to expedite and proceed with the tax exemption.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
<b>Delivery place and Incoterms rules</b>	<p>CPT Yangon port as per Incoterms 2020</p> <p>Mode of transport – Sea</p> <p>For the products to be imported, customs clearance will be done by UNOPS at the port of entry.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert detail
<b>Consignee</b>	<p>United Nations Office for Project Services</p> <p>Principal Recipient to Global Fund</p> <p>No.12 (O), Pyi Thu Street, 7-Mile, Mayangone Township, Yangon, Myanmar.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert detail
<b>UNOPS Right to vary requirements</b>	<p>At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the ITB.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert detail

**Delivery Breakdown:**

Lot No.	Item No.	Description of Goods	Unit	Pack size	Total Quantity in Unit	Product ready date (to share the quality documents and shipping documents)
1	1	Male condom 49mm, natural/Pink for NAP	Pack	Pack of 144 pcs	14,000	100% quantity within 3 weeks of signed PO  (UNOPS keeps the option of accepting it up to 45 days, by increasing the CPT bid price at the rate of 0.2 % per day for each day more than 3 weeks, only for financial evaluation purposes. This will be applicable only when no bid with reasonable price is received offering 3 weeks for product readiness and if there is/are bid/s with reasonable price offering 3 weeks product readiness time, the award will only be made to the lowest responsive among those bids.)
	2	Male condom 49mm, flavoured (banana), lubricant for NAP	Pack	Pack of 144 pcs	1,000	
	3	Male condom 53mm, natural, lubricant for NAP	Pack	Pack of 144 pcs	14,000	
2	1	Male condom 49mm, natural/Pink for other SRs	Pack	Pack of 144 pcs	22,700	
	2	Male condom 49mm, flavoured (banana), lubricant for other SRs	Pack	Pack of 144 pcs	4,500	
	3	Male condom 53mm, natural, lubricant for other SRs	Pack	Pack of 144 pcs	20,000	

Lot No.	Item No.	Description of Goods	Unit	Pack size	Total Quantity in Unit	Product ready date (to share the quality documents and shipping documents)
3	1	Male condom 49mm, natural/Pink for NAP	Pack	Pack of 144 pcs	18,827	100% quantity within 75 days of signed PO
	2	Male condom 49mm, flavoured (banana), lubricant for NAP	Pack	Pack of 144 pcs	2,034	
	3	Male condom 53mm, natural, lubricant for NAP	Pack	Pack of 144 pcs	17,305	
4	1	Male condom 49mm, natural/Pink for other SRs	Pack	Pack of 144 pcs	66,049	
	2	Male condom 49mm, flavoured (banana), lubricant for other SRs	Pack	Pack of 144 pcs	15,910	
	3	Male condom 53mm, natural, lubricant for other SRs	Pack	Pack of 144 pcs	90,835	

I, the undersigned, certify that I am duly authorised by **[insert full name of bidder]** to sign this bid and bind **[insert full name of bidder]** should UNOPS accept this bid:


Name : \_\_\_\_\_

Title : \_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_

## Form F: One UNOPS Vendor Profile Form (For new vendor)

 <b>SUPPLIER REGISTRATION FORM</b>											
SECTION 1: SUPPLIER INFORMATION											
Supplier/Vendor name, Company name, External individual name or Implementing Partner name (For individuals, please enter your first name, middle name and last name as per your national identification card or passport)					Company registration no. (For companies only)		Valid from (dd/mmm/yyyy)		Valid to (dd/mmm/yyyy)		
UNGM Number*						VAT registration no.					
Country						Date of birth (dd/mmm/yyyy)		(For individuals only)			
Identity Document Type		<input type="checkbox"/> National ID		<input type="checkbox"/> Passport		<input type="checkbox"/> Other, please specify:					
Identity document no.				Issue date (dd/mmm/yyyy)				Expiry date (dd/mmm/yyyy)			
Supplier Group (Select one of the below options)											
<input type="checkbox"/> Company (Private or Public)*		<input type="checkbox"/> University/educational institution		<input type="checkbox"/> UN Agency /Institution							
<input type="checkbox"/> External Individual		<input type="checkbox"/> GO(Intergovernmental Organization)		<input type="checkbox"/> Government Agency							
<input type="checkbox"/> Financial institution (including insurance and banking)		<input type="checkbox"/> NGO(Nongovernmental Organization)									
* UNOPS requires Companies to register with the United Nations Global Marketplace on <a href="http://www.ungm.org">www.ungm.org</a> (UN supplier database)											
SECTION 2: SUPPLIER CONTACT INFORMATION											
General/permanent street address											
City					Postal code (ZIP)						
State/province					Country						
Primary Supplier/Vendor focal point contact information					Secondary/alternate contact person						
Name				Title				Name			
Telephone no.				Email				Telephone no.			
SECTION 3: SUPPLIER BANKING INFORMATION (For additional bank accounts, please provide additional forms)											
Name of banking institution					Account Name (please indicate as shown on bankbook/bank account)						
IBAN no.					Bank account no.						

Clearing code/bank code (ACH/routing no/ IFSC/sort code)		SWIFT/BIC code	
Branch code		Bank account currency	
Branch name		Bank account type	<input type="checkbox"/> Checking <input type="checkbox"/> Saving <input type="checkbox"/> Current <input type="checkbox"/> Cheque <input type="checkbox"/> Other, please specify
Bank's street address			
City		Postal code (ZIP)	
State/province		Country	
Intermediary/correspondent bank, if applicable			
Name of intermediary bank		Intermediary IBAN no.	
Country of intermediary bank		SWIFT/BIC code	Clearing code/bank code 
<p>Information provided on this registration form will be treated in accordance with UNOPS's EOD on Privacy and Information Security and its related data protection and data retention policies. Digital signatures are accepted only if they can be validated by UNOPS. Incomplete or erroneous information may prevent payment to your account. Any loss due to any error or irregularity in the information submitted by the Supplier/Vendor will be borne by the Supplier/Vendor.</p>			
Supplier/Supplier's Representative's Signature and Stamp		Date and Place	

SECTION 4: SUBMISSION INFORMATION (for UNOPS focal point to complete)					
oneUNOPS supplier no.	Is this new or an update to an existing supplier profile?	Bank detail change	UNGM Ineligibility Lists/Claims Log check	Supplier/Vendor have direct agreement/contract with UNOPS	Supplier/Vendor or paid via cash supplier?
	<input type="checkbox"/> New <input type="checkbox"/> Update existing supplier	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of Requester (UN) (First name/last name/extension)		I hereby confirm that I have followed the Procurement Manual or the grant support policy (if applicable) and the information submitted is accurate.			
		Signature of Requester		Date	

## Form G: Manufacturer's Authorization Form

A letter issued by the manufacturer authorizing the applicant to participate in this particular ITB must be submitted with the bid in the format provided in this Form.

To be eligible for delivery of goods, the bidder must be either the manufacturer of the offered goods or a sole representative of the manufacturer to the United Nations. Should offers for a particular make and model be received from more than one appointed representative, UNOPS reserves the right to select only one.

**ITB reference no:** [ITB/2023/47349]

**Name of Bidder:** [insert name of bidder]

**Date:** [insert submission date]

To: UNOPS

WHEREAS

We [insert complete name of manufacturer], who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address of manufacturer's factories], do hereby authorize [insert complete name of bidder] to submit a bid the purpose of which is to provide the following goods, manufactured by us [insert name and or brief description of the goods], and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with Clause 4.5 of the General Conditions of Contract for the Provision of Goods, with respect to the goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the manufacturer]

Title: [insert title]

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ [insert date of signing]