

From: Norwegian Red Cross – MENA Office Subject: **Rehabilitation of RO Units in Basra**

Our file ref.: **IRQ2025-005**

Date: 01-Oct-2025 N° of pages including this page: 4

Re: **Request for the Rehabilitation of RO Units in Basra, Iraq.**

If you do not receive all pages, please contact us immediately. Thank you.

REQUEST FOR QUOTATION

The Norwegian Red Cross MENA regional office is requesting from specialized firms your best offer for the Rehabilitation of RO Units in Basra, Iraq

Type and Quantity: Refer to:
Annex 1, 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8, 1.9, 1.10, 1.11, 1.12, 1.13, 1.14, 1.15 and 1.6 – Pricing Template

Delivery Location: **DDP (incoterms 2020) to Basra, Iraq. Exact locations will be determined upon signing the PO.**

Quality specifications: Refer to **Annex 2**

- **Detailed specification and requirements are as per Annex 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 2.10, 2.11, 2.12, 2.13, 2.14, 2.15 and 2.16**
- **For Mechanical Equipments and general supplies, datasheets to be share and titled per item number.**
- **For civil works, the quality of both workmanship and materials will be assessed upon delivery or completion. If they do not meet the Norwegian Red Cross's standards, the site engineer reserves the right to request replacements**
- **Items with expiration dates must have a minimum remaining shelf life of one year.**

(If Offered Specifications are different from requested, please specify in the relevant section).

Samples: N/A

Evaluation and Reward: Each site may be evaluated and rewarded separately.

Site Visit: **The site visit will be conducted on 08 and 09 October 2025.**
Contact person for more information about the site visit:
Engineer Nawar Abdel Qader
Head of Water Department at the Iraqi Red Crescent
Phone Number: +964 771 995 229
Locations of the site are available in the below link:
[Basra RO - Google Maps](#)

Packaging and: Transportation Goods must be packed suitable for transportation including rough handling to destination.

Weights and Dimensions: Please state type of packing, net and gross weights, size of the package and cubic dimensions

Marking:	All Packages must clearly indicate – Humanitarian Aid and Logos . Logos to be shared upon signing the PO
Language:	All documents, markings and labelling should appear in English language.
Packing list:	Ensure a packing list is attached In/and outside each carton stating contents/quantity in Arabic and English languages
Required documents: Upon delivery	Delivery Note Packing list Various documents required by receiver. Certificate of Origin
Cost breakdown:	*Unit Price per DDP as per Annex 1. * Total price DDP as per Annex 1. * Price should be net after deduction of any discount. * Transportation cost to be included within the unit cost.
Currency:	All firm costs to be given in USD .
Delivery Date:	We are looking for delivery in 30-November-2025 Estimated deliver date must be mentioned in Annex 2
Contracting Party:	The Purchase Order will be duly signed by the Iraqi Red Crescent Society (IRCS) and the awarded supplier.
Inspection:	Norwegian Red Cross/Iraqi Red Crescent or its appointed representative will be granted access and maintains the right to inspect the cargo before shipment from manufacture
Liquidation Damage Clause:	Please be advised that delivery after agreed schedule may be subject to a deduction from the invoice of 1% up to 5% of the total cost of the contract including delivery cost.
Payment:	Bank transfer within 45 days from date of receipt of goods and all supporting documents in good order by the buyer. Transfers to be made by the Iraqi Red Crescent Society.
Validity:	Your offer must remain valid for a minimum of 120 days, kindly state in your offer validity as this may be used for repeat orders in the future. If we place a purchase within the validity period, it should be accepted by you.
Insurance:	According to agreed DDP (Incoterm 2020)
All or None Clause:	We reserve the right to accept the whole or part of your offer.
Special Requirements:	All commercial documents should clearly state "Humanitarian Aid – Note for Sale"
Submissions of Offers:	<p>The following instructions are important and must be adhered to carefully. Failure to follow the instructions may lead to disqualification.</p> <ol style="list-style-type: none"> 1. The “TECHNICAL & ADMINSTRATIVE OFFER” and “FINANCIAL OFFER” Shall be submitted <u>in separate emails</u>. 2. The email containing the “Technical & Administrative Offer” shall have the subject: IRQ2025-005 Technical & Administrative Offer. <p>The Offer shall be submitted with the following attachments:</p> <ul style="list-style-type: none"> • Request for Quotation – Signed and Stamped • Annex 2 - Technical Specifications of Items –Filled, Signed and Stamped

- Annex 3 - Supplier Registration Form – Filled, Signed and Stamped
- Annex 4 - General Terms & Conditions for Services – Signed and Stamped
- Company Registration
- Company Profile
- Proof of Similar or Experience with Red Cross, UN agencies, NGOs ...
- Datasheets and Specifications
- Audit Report for the last 2 years
- Quality Certificates

3. The email containing the “Financial Proposal” Shall have the subject below:
IRQ2025-005 – Financial Proposal.

The proposal shall be submitted with the following attachments:

- Annex 1: Pricing template – filled, signed and stamped.
4. The financial offer must be signed and stamped clearly indicating the name of the person authorized to sign.
5. The offers shall be submitted to the email **tender.mena@redcross.no**
6. No other Norwegian red cross email shall be in Cc or Bcc.
7. Failure to follow instructions may lead to disqualification.

Deadline for submission of offers 12 October 2025

Enquiries:

Clarifications are only permitted until **09 October 2025** and should be directed to the Procurement Authority at Yeghig.boyajian@redcross.no . Enquiries will be addressed by email to the sender.

Telephone: **+961 79 307 822**

Any enquiries leading to a significant clarification with more information will be issued by Norwegian Red Cross to all bidders as a circular e-mail to all bidders.

Confirmation:

Please acknowledge receipt of this document and indicate your intention to Bid by sending an email to Yeghig.boyajian@redcross.no . This is important in case we need to send a clarification circular to all bidders.

Terms and Conditions:

Please state in your offer your acceptance of the attached Norwegian Red Cross Terms and General Conditions and attach the duly signed and stamped version of this document as part of the proposal / tender.

Evaluation Criteria:

	CRITERIA FOR SELECTION	POINTS
Supplier Experience and Capacity	Experience in Similar Projects, Provide evidence of having successfully carried out similar projects in Iraq Attach completion certificates for similar projects. Provide contact details of your clients	30
	General Qualification of key staff for assignments and size of the company Key Staff: Provide the (CV's) curriculum vitae of professional staff related to this tender. Technical Staff Qualifications: at least one Civil or Mechanical Engineer	

	Company Financial Capacity Will be evaluated based on the turnover and audit reports requested in Annex 3	
Technical Offer	Technical Specifications Compare Datasheets with Norwegian Red Cross requirements mentioned in Annex 2 The Rank for the offers given by each supplier against the specifications requested in Annex 2 will be with a suitable weighting for each factor to be evaluated. 1 is the lower and 5 is the higher point.	40
Others	Delivery Term A full grade for the offer with the shortest delivery date and score will decrease accordingly.	30
	Total	100
	Offers with less than 70% out of the total score will not be acceptable	
Financial Evaluation and Supplier Selection	Price/Quality Ratio: The financial price submitted by the supplier will be divided on the number of the points received above. Supplier with the lowest Price/Quality Ratio will be selected.	

Supplier Name:

Contact Person:

Phone Number:

Email address:

Signature

Date:

Stamp:

Warm regards,

Yeghig Boyajian

Logistics Officer,

Middle East and North Africa

Platinum 776 building, New Martakla,

St. 20-2002, Hazmieh, Lebanon

Yeghig.boyajian@redcross.no

