

ADDITIONAL CONDITIONS, NOTES AND INSTRUCTIONS TO SUPPLIERS

1. The vendor's/contractor's specializations stated in the commercial license must be within the field of materials/works required in the above tender and he must possess the needed licenses from the official authorities.
2. The following documents must be attached to the technical offer, provided that these licenses are valid when submitting the tender:
3. A certificate from the Commercial Registry Department in ministry of commerce with a statement of the registered capital.
4. Civil or electromechanical contractor classification certificate: first, second, third, etc.
5. The commercial license stating the nature of the commercial activity related to the subject of the tender
6. commercial registration
7. A certificate of clearance from taxes and zakat
8. Copies of personal documents of the company owners or authorized signatories
9. Adhere totally to the all information mentioned in the submitted offer until the expiration date of the offer's validity period.
10. The validity period of the submitted offer must not be less than 90 days starting from the closing date.
11. Prices should be in US dollars and do not include any government tax (zero bill).
12. The bidder/contractor should stamp and sign every page of the offer.
13. Bids should be submitted in two sealed envelopes, the first envelope including the technical offer, and the second envelope including the financial offer, the tender number, tender subject, and the name of the vendor/contractor should be clearly posted on each envelope.
14. The vendor /contractor must attach to his financial offer a tender bond as bank guarantee or a certified bank cheque issued by one of the banks operating in Somalia 5% of the value of the offer, provided that it is Valid for 90 days from the closing date and subject to renewal.
15. The vendor /contractor who will be awarded the tender must replace the tender bond referred to in the previous clause with a performance bond in the form of a bank guarantee or a certified bank cheque 10% of the total value of the awarding ,within one week from the date which he is officially notified of the awarding ,provided that the bond is the aforementioned is valid for a period of 90 days after the expiry date of the warranty or contract period, and is subject to renewal
16. Whoever wins the tender must sign a contract with the Qatar Red Crescent within a week after official announcement of the result.
17. In the event that the vender /contractor fails to fulfill or renounces his obligation towards QRC, which are mentioned in the general terms and conditions or his contractual

obligations in the Purchase order or contract, the Qatar Red Crescent office in Somalia has the absolute right to Perform the following procedures:

- a) Monetizing the bank guarantees provided by the failed vender.
 - b) Awarding the tender to the next lowest offer and charging the disavowed bidder/contractor the price difference in addition to 10% as administrative expenses.
 - c) Placing the vendor /contractor on the blacklist and depriving him of participating in tenders in future.
18. The bidder is obligated to sign and stamp the general terms & conditions mentioned above and to attach them to the technical offer.
 19. Qatar Red Crescent is not obligated to accept the lowest offers or any other offer without giving justification.
 20. Qatar Red Crescent has the right to cancel the tender or re-tender it without giving justifications
 21. Qatar Red Crescent may increase the requested quantity by a maximum of 20% of the originally requested quantity or reduce the quantities based on the financial allocations allocated for this tender if need be.
 22. Any offer submitted that does not meet the aforementioned conditions will not be considered.
 23. The submitted offer will be excluded if the variance error exceeds (5%) of the total offer value
 24. Any offer submitted after the deadline for submitting offers will not be accepted.
 25. The technical specifications and special terms & conditions attached to the offer are an integral part of the general terms and conditions, and any offer that conflicts with them is void.
 26. The conditions stated in the tender announcement are an integral part of these conditions.

For technical inquiries, please contact in writing with the Field Tenders Committee at the Qatar Red Crescent office in Somalia via e-mail: supply.somalia@qrcs.org.qa or Tel: 0616989691