

OFFER FORM ACTED IRAQ

Call for Sale N° (filled in by ACTED): S/10SALE/AST/ERBIL/12/10/2024/01

Order ID (filled in by ACTED): N/A

Date (filled in by Bidders):

To be Filled by Bidder (COMPULSORY)

Company's Name (as per registration documents) (if applicable, if not N/A)	
Company Authorized Representative's Name (as per registration documents or duly signed Power of Attorney)	
Company Registration Number (ID number if an individual)	
Registration body (if applicable, if not N/A)	
Company's mailing address (or Bidder's mailing address) Shop/Office/Building No Street name City Governorate/province/district Country	
Commercial representative for the bid (if different from authorized representative)	
Phone contact number Landline Mobile	
Email address	

I undersigned (to be filled in by Bidders)



agree to provide ACTED, non-profit NGO, with items answering the following specifications, according to the general conditions and responsibilities that I engage myself to follow.

PLEASE FILL IN THE FOLLOWING TABLES, ONE FOR EACH LOT:

- If the call for sale is divided into lots, the Bidder **may bid for one or all lots**. Each lot **May** be subject to a separate contract and the quantities indicated for the different lots cannot be divided. **The Bidder must offer all items & quantities indicated for each lot. Bids for part of a lot only will not be considered.**
- If the Bidder is awarded more than one lot, a single contract may be concluded including all lots.

LOT 1: GENERATOR (DOHUK)

N°	Items description & technical specifications	Brand & model	New or second-hand	Unit	Quantity	INCOTERM/ Collection point	Unit Price (IQD)
1	<p><u>GENERATOR 16KVA</u></p> <p>NOTE: THE GENERATOR IS LOCATED ON THE ROOF OF BUILDING WITH 3 FLOORS THE BIDDER WILL RESPONSIBLE ON TRANSPORTATION OF THE GENERATOR</p>	Perkins	Second Hand Functional	PCS	1	EXW / ACTED Office / Dohuk	
2	<p><u>GASOLINE TANK 2,000 LITER WITH BASE</u></p> <p>NOTE: THE TANK IS LOCATED ON THE ROOF OF BUILDING WITH 3 FLOORS THE BIDDER WILL RESPONSIBLE ON TRANSPORTATION OF THE GENERATOR</p>	n/a	Second Hand Functional	PCS	1	EXW / ACTED Office / Dohuk	
Total Price (IQD)							



NOTE: ITEMS ARE SOLD AS IS. ALL COSTS OF SALE ARE THE RESPONSIBILITY OF THE BUYER.

DETAILED INFORMATION OF THE ITEMS PLEASE SEE IN THE ANNEX 1.

BUYER'S COMMENTS/REMARKS:

1. _____
2. _____

BUYER'S TERMS AND CONDITIONS:

	GENERAL CONDITIONS RECOMMENDED BY ACTED	GENERAL CONDITIONS OFFERED BY BIDDERS (if different)
VALIDITY OF THE OFFER	<i>3 months</i>	
TERMS OF PAYMENT	<u>CASH</u>	
TERMS OF COLLECTION	<u>EXW / ACTED Office / Dohuk</u>	

Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____



LOT 2: FURNITURE AND ITEMS (DOHUK)

N°	Items description	Technical specifications	New or second-hand	Unit	Quantity	INCOTERM/ Collection point	Unit Price (IQD)
1	Kitchen table	Metal	Second Hand Functional	PCS	1	EXW/ ACTED Office / Dohuk	
2	Gas stove	2 burner stainless steel table Gas cooker	Second Hand Functional	PCS	1		
3	Gas bottle	5Kilo Cooking Gas Bottle – empty	Second Hand Functional	PCS	2		
4	Metal Cabinet with shelves	High Quality Shelves , heavy duty	Second Hand Functional	PCS	3		
5	Metal shelves	Metal	Second Hand Functional	PCS	1		
6	Meeting chair without wheels	without wheels	Second Hand Functional	PCS	12		
7	Office chair with wheels	Wheelchair	Second Hand Functional	PCS	12		
8	Stool Chair	Metal	Second Hand Functional	PCS	1		



9	Meeting desk	Wooden 3*1.5 meter	Second Hand Functional	PCS	1		
10	Office desk	wooden	Second Hand Functional	PCS	3		
11	Wood office cabinet 2 doors	wording , glass doors	Second Hand Functional	PCS	5		
12	File cabinet	wooden with doors	Second Hand Functional	PCS	6		
13	Small cabinet	wooden	Second Hand Functional	PCS	2		
14	Hydraulic hand trolley 3 ton	hand trolley 3 ton	Second Hand Functional	PCS	1		
15	Water cooler/Water dispenser	N/A	Second Hand Functional	PCS	1		
16	Fire Extinguisher 12 kg	12 kg	Second Hand Functional	PCS	1		
17	Fire Extinguisher 6 kg	6 kg	Second Hand Functional	PCS	1		
18	Fire Extinguisher 4 kg	4 kg	Second Hand Functional	PCS	2		
19	Fire Extinguisher 1 kg	1 kg	Second Hand Functional	PCS	3		
20	Medium printer / Canon	Canon	Second Hand Functional	PCS	1		
21	Medium printer / Samsung	Samsung	Second Hand Functional	PCS	1		
22	Projection screen	N/A	Second Hand Functional	PCS	1		
23	Big money safe/1m length	/1m length	Second Hand Functional	PCS	1		
24	Big money safe/50 CM length	50 CM length	Second Hand Functional	PCS	1		
Total Price (IQD)							

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BUYER'S COMMENTS/REMARKS:

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BUYER'S TERMS AND CONDITIONS:

	GENERAL CONDITIONS RECOMMENDED BY ACTED	GENERAL CONDITIONS OFFERED BY BIDDERS (if different)
VALIDITY OF THE OFFER	<i>3 months</i>	
TERMS OF PAYMENT	<u>CASH</u>	
TERMS OF COLLECTION	<u>EXW / ACTED Office / Dohuk</u>	

Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____

LOT 3 FURNITURE AND ITEMS (ERBIL)

N°	Items description	Technical specifications	New or second-hand	Unit	Quantity	INCOTERM/ Collection point	Unit Price (IQD)
1	Office Chairs	Wheelchair	Second Hand	PCS	6		



			Functional			EXW/ ACTED Office / Erbil	
2	Refrigerator	16 feet – Newal	Second Hand Functional	PCS	1		
3	Refrigerator	16 16 feet- Newal	Second Hand Functional	PCS	1		
4	Double bed	Wooden bed	Second Hand Functional	PCS	3		
5	Printer Xerox Work Machine	Xerox, a4 , a3 , hight speed printing , scanning , network, smart	Second Hand Not Functional	PCS	1		
6	Office desk	Wooden table	Second Hand Functional	PCS	7		
7	Mattresses Double	High pressure mattress	Second Hand Functional	PCS	2		
8	Spiral Binding Machine	Metal	Second Hand Functional	PCS	1		
9	Paper A3 Cutter	Metal	Second Hand Functional	PCS	1		
Total Price (IQD)							

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BUYER'S COMMENTS/REMARKS:

3. _____
4. _____

BUYER'S TERMS AND CONDITIONS:





	GENERAL CONDITIONS RECOMMENDED BY ACTED	GENERAL CONDITIONS OFFERED BY BIDDERS (if different)
VALIDITY OF THE OFFER	<i>3 months</i>	
TERMS OF PAYMENT	<u>CASH</u>	
TERMS OF COLLECTION	<u>EXW / ACTED Office / Erbil</u>	

Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____

