

30.07.2015

Dear Messers,

Greetings from REFORM Association

Subject: Request for quotation

The Palestinian Association for Empowerment and local Development -**REFORM** would like to ask for your offer regarding the items mentioned below, please submit your offer latest by 06.08.2015.

“The purchase of refreshments and cleaning supplies for REFORM projects”
Spec:

1-Tea شاي	21- Trash Bag (sizes) أكياس زباله أحجام
2- Green Tea شاي أخضر	22- Liquid hand soap صابون سائل لليدين
3- Anise يانسون	23- soft tissues paper محارم ناعم
4- Chamomile بابونج	24- Toilet Roll محارم رول
5- Herbal Tea – Zhourat زهورات	25- Wood Cleaner ملمع خشب
6- Ginger زنجبيل	26- Plastic Gloves كفوف يدين بلاستيك
7- Nescafe نسكافيه	27- Toilets Cleaner منظف مراحيض
8- Coffee whiteners مبيض قهوة	28- Aluminium foil roll ورق تغليف ألومنيوم
9- Juice عصير	29- Nylon foil roll ورق تغليف نايلون
10- White Sugar سكر أبيض ناعم	40- Inter-Fold Tissue Paper محارم للضيافة
11- Salt ملح	41- Tissue paper for dispenser محارم مقطع
12-Milk حليب	42- Plastic Cups كاسات بلاستيك
13- Miramah ميرامية	43- Cartoon Cups كاسات كرتون
14- Washing-up liquid سائل جلي	44- Disposable plastic plates صحنون بلاستيك
15- Chlorine كلور	45- Tiles wiper ممسحة بلاط
16- Tiles Freshener معطر بلاط	46- Olive oil زيت زيتون
17- Washing-up sponge ليف جلي	47- Coffee Filter Paper ورق فلتير للقهوة
18- Cleaning dust napkin فوط غيرة	48- American Coffee قهوة أمريكية
19- Glass Cleaner ملمع زجاج	49- Lace napkin papers ورق ضيافة دانتيل
20- Bath freshner معطر حمام	

Notes:

- The Offer should be submitted in one currency (ILS). All Taxes must be included in the final price.
- Company must specify type and price per unit for each product.
- Company should state the validity of price offer.
- The Palestinian products will be given the priority.
- The company must deliver purchased items to REFORM Office in Ramallah and has to cover the delivery fees.
- All interested companies have to approve their commitment in paying taxes.
- REFORM may choose to award this procurement to more than one vendor for some specific items that may not be found or obtained at a point of time.
- Price offer should be drafted on company's letterhead.
- Price offer should be valid for 2 years.

- **Price Offer should be drafted in English or Arabic, signed, stamped in closed envelop and to be delivered by hand** on the following address: The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah. For more information , please do not hesitate to contact us on the following contact details: Telfax: 02-2966645 , Email : Info@reform.ps

Thank you for your kind cooperation,

Sincerely yours,


Dina Shawa
Financial & Admin Officer

REFORM