



INTERNATIONAL FOUNDATION FOR ELECTORAL SYSTEMS

RFQ-18-008

Questions and Answers

December 18, 2017

1. Can IFES extend the delivery time to maintain the product quality?

IFES Response: The deadline to receive products is February 28, 2018. IFES will not extend the delivery deadline.

2. What is the unit of measurement about “thickness 30” for the carton bags/boxes?

IFES Response: The required thickness of the carton is around 3 Millimetres (not 30).

3. Will IFES Require freight quotes for destination Egypt only, or as it reads in tender documents for Egypt and US?

IFES Response: The RFQ does not require freight quotes for the US. Page 5 of the English version of the RFQ reads as follows: “Bidders must provide origin, shipping and delivery information in detail in their proposal. Exact delivery address will be provided with the award”. Delivery will be within Greater Cairo.

4. Egypt, will delivery be Cairo city limited? If US; where in the US?

IFES Response: Please refer to IFES Response to question no. 3

5. Address of delivering the products?

IFES Response: Please refer to IFES Response to question no. 3

6. Place of delivering the products?

IFES Response: Please refer to IFES Response to question no. 3

7. Will delivery of the products take place from the bidder’s factory or to IFES’ warehouse?

IFES Response: Please refer to IFES Response to question no. 3

8. Will IFES be granted an exemption letter for paying tax and duties, so bidders can quote DAP?

IFES Response: All bidders must quote any taxes and duties separately not as part of the products' cost.

9. Will payment be in cash or bank transfer (and if the answer is a check, will it be certified or not?)

IFES Response: Payment can be through a check or a wire transfer. Exact payment method and terms will be confirmed during the contracting process.

10. Percentage (%) of the advance pay?

IFES Response: There will be no advance payment.

11. Payment terms?

IFES Response: Payment terms will be clearly stated in the contract.

12. Who is the person who is responsible for the receipt of the final products?

IFES Response: A representative from IFES/Egypt will inspect and receive the final products.

13. Is there a possibility that quantities may increase or will the quantities stated in the RFQ suffice? And in case of exceeding the RFQ's brackets, will IFES provide vendors with a note ahead of time?

IFES Response: At this point, bidders must only consider the brackets listed in the RFQ. Please note that bidders can either submit quotes for all items in the RFQ or they may choose to submit quotes for only specific items. In all cases, quotes for each product must be submitted separately in a way that allows IFES to evaluate each product.