**REQUEST FOR QUOTATION  
SPECIFICATION OF STANDARD GOODS**

**Procurement No:** **RFQ-23-G004-24**

## Specification

### Background

The Ministry of Infrastructure, Sustainable Energy has mandated that the new 10-unit classroom incorporate toilet facilities as an essential component for its utilization. **The 7pan toilet** is suitable to accommodate number of students intended for use in the 10-Unit Classroom. However, it is highly recommended that suppliers focus their attention on providing construction materials for the toilet. The Ministry of Education is purchasing two combined set of materials for the 7 pan toilets: one set for materials for Ngaonterabakau JSS and one for Abaunamou PS located at Teaoraereke.

### Requirements

All supporting documentation must be in English.

<list other general requirements>

1. **Logistics and Delivery**

* Delivery Timeline: specify the expected delivery timeline and any penalties for delays.
* Packaging: Require secure and environmentally friendly packaging to protect the products during shipment.
* Customs and Duties: Clarify responsibilities for customs clearance, duties, and taxes.

1. **Cost and Payment Terms**

* Pricing: Request a detailed breakdown of costs, including the unit price, installation charges, and any additional fees.
* Payment Terms: Specify the preferred payment terms and conditions, such as milestones, advance payments, and final settlement upon completion.

1. **Documentation**

* Technical Manuals: Require detailed technical manuals and installation guides for the products.
* Certification Documents: Request copies of any relevant certifications and test reports.
* Warranty Information: Provide comprehensive warranty documentation.

1. **Evaluation Criteria**

* Quality: Prioritize the quality and durability of the products.
* Cost-effectiveness: Evaluate the total cost of ownership, including installation and maintenance.
* Supplier Reputation: Consider the supplier’s reputation and reliability in the market.

### Installation services

<insert related services>

* Research Suppliers
* Specify Requirements
* Request Quotation
* Evaluate Offers
* Negotiate Terms:
* Monitor Installation:

### Delivery Time

60 days

## Description of the Goods

*Here, list all items to be Tendered*

*(This part may be replaced by a proprietary Supplier description)*





