



International Organization for Migration (IOM)  
The UN Migration Agency

FPU SF19.1

Reference No: RO-2022-013  
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RFQ Title: RFQ – Cardiocograf

## REQUEST FOR QUOTATION (RFQ)

**Submit before: 04 November 2022, 17:30 PM EET**

Delivery location: Bucharest

The International Organization for Migration (IOM) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

Dear Sir/Madam,

Please submit your best quotation for the supply and delivery of Cardiocograf below in this document.

The following terms and conditions of the RFQ should strictly be adhered to:

1. All prices to be quoted must be valid 30 days from the date of quotation.
2. IOM reserves the right to accept or reject any quotation, and to cancel the procurement process and reject all quotations at any time prior to award of Purchase Order or Contract, without thereby incurring any liability to the affected Bidder/s or any obligation to inform the affected Bidder/s of the ground for IOM's action.
3. Unless specified in the RFQ, IOM does not make advance payments. Any offer requesting an advance payment will not be considered. All payments will be made through bank transfer. Bidders who do not have bank accounts **will not** be considered.
4. The quotation should contain: the exact brand, model name and detailed description of the Goods, photo of the items, price, manner and terms of payment, delivery time, copy of license or permit allowing the Bidder to operate business in the required area (supply of Goods) in Romania, copy of quality certificate and warranty certificate (where applicable).
5. Price quoted should be **inclusive of delivery, necessary loading/offloading at final destination indicated in this RFQ.**
6. Conditions for quoting to parts or sub-parts of the RFQ are allowed. Each vendor should submit only one quotation. No alternative quotations shall be accepted.
7. IOM reserves the right to award contract to one or more vendors and split Goods between multiple vendors in any combination as it may deem necessary and appropriate at its own discretion and in the best interest of IOM.
8. There is no public bid opening for RFQs. IOM shall open the quotations in the presence of an ad-hoc committee formed by IOM, consisting of at least three (3) members. Notification of award shall be sent to successful Bidders only. IOM will not send notification letters to unqualified Bidders.
9. Bidders must declare if they have family or relatives employed by IOM. A Bidder found to have undisclosed conflict of interest with IOM or competing Bidder, shall be disqualified from participating the bid.
10. IOM Purchase Order Standard Terms and Conditions will be applied for delivery of Goods/Services/Works under this RFQ (see Annex B).

IOM may conduct an inspection of samples provided by the Bidders for each quoted item to verify the quality and consistency with specifications required by IOM. If required, Bidders will be requested to provide one sample of each item to the IOM Bucharest Office. Samples of successful Bidders are non-returnable/non-refundable. Unqualified Bidders are required to collect their samples after fifteen (15) calendar days from the Quotation Submission Date, if no notification of award has been issued to them by that time.

Quotations must be submitted by email through [procurement.ro@iom.int](mailto:procurement.ro@iom.int) with the subject line of RFQ – Cardiocograf and must be limited to a maximum of 10MB. If the file exceeds 10 MB, the quotation may be uploaded to an online sharing platform and its link must be submitted in the email. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It is the responsibility of Bidder to ensure that its quotation will reach the address above on or before the deadline. Quotations that are received by IOM after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that it is signed, stamped, and scanned in the **pdf** format, and email subject reflects the tender reference number.

**Thank you and we look forward to receiving your quotation.**

