# 1. Bid Confirmation Form

*[Complete this page and return it prior to bid opening]*

|  |  |  |
| --- | --- | --- |
|  |  | Date:  |
| To: | UNFPA Indonesia Ms. Ira Novita | email: idn.bids@unfpa.org |
| From: | *[Company name]* |  |
|  | *[Contact person]* |  |
|  | *[Telephone]* |  |
|  | *[Email address]* |  |
|  | *[Postal address]* |  |
| Subject: | ITB No.: UNFPA/IDN/22/01 |
| To: | UNFPA*[Insert name of Office & contact person]* | Fax/email: *[Insert UNFPA contact person’s fax or email (Not the secure bid fax no./email address)]* |
| From: | *[Company name]* |  |
|  | *[Contact person]* |  |
|  | *[Telephone]* |  |
|  | *[Email address]* |  |
|  | *[Postal address]* |  |
| Subject: | ITB No.: UNFPA/IDN/22/01  |

YES, we intend to submit an bid.

NO, we are unable to submit a bid in response to the above mentioned Invitation to Bid due to the following reason(s):

( ) The requested products and services are not within our range of supply

( ) We are unable to submit a competitive bid for the requested products at the moment

( ) The requested products are not available at the moment

( ) We cannot meet the requested specifications

( ) We cannot offer the requested type of packing

( ) We can only offer FCA prices

( ) The information provided for quotation purposes is insufficient

( ) Your ITB is too complicated

( ) Insufficient time is allowed to prepare a quotation

( ) We cannot meet the delivery requirements

( ) We cannot adhere to your terms and conditions (please specify: payment terms, request for performance security, etc)

( ) We do not export

( ) Our production capacity is currently full

( ) We are closed during the holiday season

( ) We had to give priority to other clients’ requests

( ) We do not sell directly, but through distributors

( ) We have no after-sales service available in the recipient country

( ) The person handling bid is away from the office

( ) Other (please specify)

**If UNFPA has questions to the Bidder concerning this NO BID, UNFPA should contact Mr./Ms.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, phone/email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who will be able to assist.**