REQUEST FOR QUOTATION
RFQ Nº UNFPA/IDN/RFQ/21/005

Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Product Name*</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dignity Kit with additional items</td>
<td>1,250 kits</td>
</tr>
<tr>
<td>2</td>
<td>Youth Female Dignity Kit</td>
<td>500 kits</td>
</tr>
<tr>
<td>3</td>
<td>Elderly Kit for Female</td>
<td>250 kits</td>
</tr>
</tbody>
</table>

*details specification is described in Annex 2

This Request for Quotation is open only to legally-constituted companies that located in Indonesia (local companies).

I. About UNFPA

UNFPA, the United Nations Population Fund (UNFPA), is an international development agency that works to deliver a world where every pregnancy is wanted, every child birth is safe and every young person’s potential is fulfilled.

UNFPA is the lead UN agency that expands the possibilities for women and young people to lead healthy sexual and reproductive lives. To read more about UNFPA, please go to: UNFPA about us

II. Service Requirements / Specification

1. Specification:
   • As per Annex 2.
2. Scope of services:
   • The appointed Bidder will ensure that all goods are delivered to the UNFPA warehouse in Jakarta.

III. Questions

Questions or requests for further clarifications should be submitted in writing to the contact person below:

<table>
<thead>
<tr>
<th>Name of contact person at UNFPA:</th>
<th>Ms. Ira Novita</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email address of contact person:</td>
<td><a href="mailto:idn.bids@unfpa.org">idn.bids@unfpa.org</a></td>
</tr>
</tbody>
</table>
The deadline for submission of questions is **Thursday, April 1st 2021 at 23:59 Jakarta Time**¹. Questions will be answered in writing and shared with all parties as soon as possible after this deadline.

### IV. Content of quotations

Quotations should be submitted in a single e-mail whenever possible, depending on file size. Quotations must contain:

a) **Price quotation**, to be submitted strictly in accordance with the price quotation form, and must be signed by the bidding company’s relevant authority and submitted in PDF format.

b) **Copy of legal documents** (establishment in Indonesia).

c) **Copy of contracts / Purchase Orders** of produced similar dignity kits (if applicable).

d) **Physical sample** of all items of each kit and material for bags.

The documents stated on point a, b and c above must be sent by e-mail to idn.bids@unfpa.org no later than: **Sunday, April 11th 2021 at 23:59 Jakarta Time**².

The physical sample of all items of each kit and material for bags must be submitted as part of the requirements, to the following address:

UNFPA Office  
7th Floor Menara Thamrin  
Jl. M.H. Thamrin Kav. 3  
Jakarta 10250

The physical samples must reach UNFPA address stated above, no later than **Sunday, April 11th 2021 at 23:59 Jakarta Time**³.

### V. Instructions for submission

Quotations should be prepared based on the guidelines set forth in Section IV above, along with a properly filled out and signed price quotation form, are to be sent by e-mail to idn.bids@unfpa.org no later than: **Sunday, April 11th 2021 at 23:59 Jakarta Time**⁴.

Please note the following guidelines for electronic submissions:

- The following reference must be included in the email subject line: RFQ Nº UNFPA/IDN/RFQ/21/005 - **Provision of Kits for UNFPA Indonesia**. Proposals, including both technical and financial proposals, that do not contain the correct email subject line may be overlooked by the procurement officer and therefore not considered.

- The total e-mail size may not exceed **20 MB (including e-mail body, encoded attachments and headers)**. Where the technical details are in large electronic files, it is recommended that these be sent separately before the deadline.

- Any quotation submitted will be regarded as an offer by the bidder and does not constitute or imply the acceptance of any quotation by UNFPA. UNFPA is under no obligation to award a contract to any bidder as a result of this RFQ.

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VI. Overview of Evaluation Process

Quotations will be evaluated based on the compliance to the requirements stated in the RFQ document and the price quotation: technical vs price 70:30.

The evaluation will be carried out in a step by step process by an ad-hoc evaluation panel:

1. All documents and physical samples set forth in Section IV received by the deadline
2. Delivery lead time / schedule stated in the price quotation form: maximum 25 calendar days from date of UNFPA order confirmation
3. Technical:
   a. Samples will be evaluated only for bidders whose submission of the above (1) and (2) satisfied and whose samples contain complete items for all kits:
      ▪ Samples will be evaluated for requirements compliance (technically acceptable offer) prior to the comparison of price quotes, in accordance with the scoring scale below:
        • 0: does not meet the requirements or no information provided to assess compliance with the requirements
        • 1: partially meets the requirements
        • 2: meets the requirements
        • 3: exceeds the requirements
      ▪ Total items are 73, maximum total score 219.
   b. Bidders whose submission contain minimum 3 contracts / Purchase Orders of produced similar dignity kits will obtain additional score 1, otherwise 0
   c. The maximum number of points for the technical quote is 70, which will be allocated to the bidder who obtain 220 for total (a) + (b). If (a) + (b) is less than 220, will receive points in inverse proportion according to the following formula:

   \[
   \text{Total technical score} = \frac{(a) + (b)}{220} \times 70 \text{ (Maximum score)}
   \]

4. Price quotes will be evaluated only for bidders who obtained total technical score minimum 49 (70% of 70). Price quotes will be evaluated based on their responsiveness to the price quotation form. The maximum number of points for the price quote is 30, which will be allocated to the lowest total price provided in the quotation. All other price quotes will receive points in inverse proportion according to the following formula:

   \[
   \text{Financial score} = \frac{\text{Lowest quote (IDR)}}{\text{Quote being scored (IDR)}} \times 30 \text{ (Maximum score)}
   \]

5. The total score for each proposal will be the weighted sum of the technical score and the financial score. The maximum total score is 100 points.

   \[
   \text{Total score} = \text{Technical score} + \text{Financial score}
   \]
VII. Award Criteria

In case of a satisfactory result from the evaluation process, UNFPA intends to award a Purchase Order to the Bidder that quote the lowest-priced most technically acceptable offer, who obtain the highest total score.

VIII. Right to Vary Requirements at Time of Award

UNFPA reserves the right at the time of award of Contract to increase or decrease by up to 20% the volume of goods specified in this RFQ without any change in unit prices or other terms and conditions.

IX. Payment Terms

UNFPA payment terms are net 30 days upon receipt of invoice and delivery/acceptance of the milestone deliverables linked to payment as specified in the contract.

X. Fraud and Corruption

UNFPA is committed to preventing, identifying, and addressing all acts of fraud against UNFPA, as well as against third parties involved in UNFPA activities. UNFPA’s Policy regarding fraud and corruption is available here: Fraud Policy. Submission of a proposal implies that the Bidder is aware of this policy.

Suppliers, their subsidiaries, agents, intermediaries and principals must cooperate with the UNFPA Office of Audit and Investigations Services as well as with any other oversight entity authorized by the Executive Director and with the UNFPA Ethics Advisor as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives agents and assignees of the vendor; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNFPA to repudiate and terminate the Agreement, and to debar and remove the supplier from UNFPA’s list of registered suppliers.

A confidential Anti-Fraud Hotline is available to any Bidder to report suspicious fraudulent activities at UNFPA Investigation Hotline.

XI. Zero Tolerance

UNFPA has adopted a zero-tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to UNFPA personnel. Further details on this policy are available here: Zero Tolerance Policy.

XII. RFQ Protest

Bidder(s) perceiving that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to the UNFPA Representative, Ms. Anjali Sen at indonesia.office@unfpa.org. Should the supplier be unsatisfied with the reply provided by the UNFPA Representative, the supplier may contact the Chief, Procurement Services Branch at procurement@unfpa.org.

XIII. Disclaimer

Should any of the links in this RFQ document be unavailable or inaccessible for any reason, bidders can contact the Procurement Officer in charge of the procurement to request for them to share a PDF version of such document(s).
PRICE QUOTATION FORM

<table>
<thead>
<tr>
<th>Name of Bidder:</th>
<th>[insert company name]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of the quotation:</td>
<td>[insert submission date]</td>
</tr>
<tr>
<td>Request for quotation Nº:</td>
<td>UNFPA/IDN/RFQ/21/005</td>
</tr>
<tr>
<td>Currency of quotation:</td>
<td>IDR</td>
</tr>
<tr>
<td>Validity of quotation:</td>
<td>[insert validity of quotation]</td>
</tr>
</tbody>
</table>

*Quoted rates must be exclusive of all taxes, since UNFPA is exempt from taxes.*

*In case of discrepancy between unit price and total price, the lower price shall prevail and the higher price shall be corrected. If the Bidder does not accept the correction of errors, its Proposal will be rejected.*

*If selected, bidder must produce the items as per specification stated in Annex 2, as per the samples submitted and with delivery lead time as per the quoted in Table 1, with maximum delay two calendar days. Failure to comply may impact cancellation of the order.*

**TABLE 1: Price and Delivery:**

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Product Name and Description*</th>
<th>QTY</th>
<th>Unit price (IDR)</th>
<th>Total price (IDR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dignity Kit with additional items</td>
<td>1,250 kits</td>
<td>[insert unit price]</td>
<td>[insert total price]</td>
</tr>
<tr>
<td>2</td>
<td>Youth Female Dignity Kit</td>
<td>500 kits</td>
<td>[insert unit price]</td>
<td>[insert total price]</td>
</tr>
<tr>
<td>3</td>
<td>Elderly Kit for Female</td>
<td>250 kits</td>
<td>[insert unit price]</td>
<td>[insert total price]</td>
</tr>
</tbody>
</table>

**TOTAL**

| [insert total price] |

**Delivery schedule (in calendar days)**

[insert delivery schedule]

*delivery lead time calculated from date of UNFPA confirmation until goods arrive at UNFPA warehouse in Jakarta
TABLE 2: Offer to Comply with Other Conditions and Related Requirements

<table>
<thead>
<tr>
<th>Other Information pertaining to our Quotation are as follows:</th>
<th>Your Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes, we will comply</td>
</tr>
<tr>
<td>Submission of physical samples of all kits and items (all items of each kit and material for bags)*</td>
<td>[insert answer]</td>
</tr>
<tr>
<td>Delivery Lead Time as per the quoted in Table 1, with maximum delay two calendar days</td>
<td>[insert answer]</td>
</tr>
<tr>
<td>Validity of Quotation is 3 months after the RFQ deadline</td>
<td>[insert answer]</td>
</tr>
<tr>
<td>All Provisions of the UNFPA General Terms and Conditions</td>
<td>[insert answer]</td>
</tr>
</tbody>
</table>

*responses must be in line with fact that physical samples of all kits and items (all items of each kit and material for bags) received by UNFPA at the latest on 11 April 2021, otherwise not eligible for evaluation

Vendor’s Comments:
[insert comments if any]

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/IDN/RFQ/21/005 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

[insert name, title, signature and company’s seal/stamp] | [insert date and place]
ANNEX 1:
General Conditions of Contracts:
De Minimis Contracts

This Request for Quotation is subject to UNFPA’s General Conditions of Contract: De Minimis Contracts, which are available in: English, Spanish and French
## ANNEX 2
### DESCRIPTION OF KITS SPECIFICATION

<table>
<thead>
<tr>
<th>No</th>
<th>Item</th>
<th>Quantity</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>YOUTH FEMALE DIGNITY KIT</strong></td>
</tr>
</tbody>
</table>
| 1  | Sarong                      | 1 pcs    | • Material: Cotton (not fade and no transparent)  
• Size: Min 125cm x 200cm                                                                                                                        |
| 2  | Towel                       | 1 pcs    | • Material: Corded/Combat, cotton  
• Very absorbent fabric  
• Weight: 300gr/m2  
• Size: ± 130 cm x 60 cm  
• Assorted color                                                                                                                                  |
| 3  | Toothbrush                  | 1 pcs    | • Size: Strong plastic toothbrush of adult size  
• Brush type: Medium hardness  
• Individually wrapped  
• All of the toothbrush components are safe for use                                                                                               |
| 4  | Bar Soap                    | 3 pcs    | • Weight: Minimum 70 gram  
• Contain of sodium chloride (antiseptic soap)  
• Expired date minimum 2 (two) years after confirmation order  
• Antibacterial, hypoallergenic and free of harmful ordangerous substances                                                                         |
| 5  | Tooth paste                 | 3 pcs    | • Weight: ± 75 gram  
• Expiry date minimum 2 (two) years after confirmation of order  
• With fluoride, free of parabens                                                                                                               |
| 6  | Shampoo                     | 3 bottles| • Weight: Minimum 170ml  
• Expired date minimum 2 (two) years after confirmation order  
• For normal hair, hypoallergenic, not harmful to human and in particular not irritating to the eyes                                               |
| 7  | Sanitary napkins            | 3 packs  | • Content 10 pcs / pack  
• Size: min 23 cm  
• Individually wrapped  
• High absorbent with wings, leak proof bottom layer  
• Not containing allergic and dangerous substances                                                                                              |
<p>|    | Reusable Sanitary Napkins   | 5 pcs    | • Absorbent pads, wings                                                                                                                        |</p>
<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hygiene Pads, sanitary towel, reusable/washable, maxi</td>
<td>3 pcs</td>
<td>Not containing allergic and dangerous substances</td>
</tr>
<tr>
<td>Adolescent girl size: S/M/L/XL (mix)</td>
<td>3 pcs</td>
<td>High elastic waistband, elastic leg openings and crotch panel</td>
</tr>
<tr>
<td>Material: Cotton, breathable and stretchable material</td>
<td>3 pcs</td>
<td>Not transparent</td>
</tr>
<tr>
<td>Not containing any allergic substances</td>
<td>3 pcs</td>
<td>Foot size: 35-40 (mix)</td>
</tr>
<tr>
<td>No slippery</td>
<td>1 pair</td>
<td>Rubber sole</td>
</tr>
<tr>
<td>Non-toxic or harmful material</td>
<td>1 pcs</td>
<td>Size: 15-30 cm</td>
</tr>
<tr>
<td>Size: Length min. 15 cm (travel size)</td>
<td>1 pcs</td>
<td>Bulb: LED, white</td>
</tr>
<tr>
<td>Type of Battery: AA (2 batteries)</td>
<td>1 pcs</td>
<td>2 (two) additional spare Batteries</td>
</tr>
<tr>
<td>Material: Stainless Steel with cord lanyard for hanging the whistle around the neck</td>
<td>1 pcs</td>
<td>Size: 35-40 (mix)</td>
</tr>
<tr>
<td>Thick</td>
<td>2 pairs</td>
<td>mid-calf</td>
</tr>
<tr>
<td>Size 600ml, color same as bag</td>
<td>1 pcs</td>
<td>Mini (travel) size</td>
</tr>
<tr>
<td>Material stainless steel</td>
<td>1 pcs</td>
<td>Adult, minimum 50pcs</td>
</tr>
<tr>
<td>Minimum 3 ply</td>
<td>4 pcs</td>
<td>Reusable, Washable</td>
</tr>
<tr>
<td>Material: Breathable</td>
<td>4 pcs</td>
<td>Minimum 50ml</td>
</tr>
<tr>
<td>70% alcohol-based</td>
<td>2 bottles</td>
<td>Color: Red;</td>
</tr>
<tr>
<td>Size: 28cm x 22cm x 37cm;</td>
<td>1 pcs</td>
<td></td>
</tr>
<tr>
<td>No</td>
<td>Description</td>
<td>Quantity</td>
</tr>
<tr>
<td>----</td>
<td>------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>24</td>
<td>Catalogue/List of content</td>
<td>2 sheets</td>
</tr>
</tbody>
</table>

- Handle: Adjustable with rope 4 cm x 100cm;
- Material: Canvas D420 or equivalent;
- Marking: KIT REMAJA PEREMPUAN;
- Logo: UNFPA, CANADA, MOWECP and NCVAW
- Marking & logo are printed both side;
- Special bag for liquid material
## ELDERLY KIT FOR FEMALE

<table>
<thead>
<tr>
<th>No</th>
<th>Item</th>
<th>Quantity</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sarong</td>
<td>1 pc</td>
<td>• Material: Cotton (not fade and no transparent)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Size: Min 125cm x 200cm</td>
</tr>
<tr>
<td>2</td>
<td>Towel</td>
<td>1 pc</td>
<td>• Material: Corded/Combat, cotton</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Very absorbent fabric</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Weight: 300gr/m²</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Size: ± 130 cm x 60 cm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Assorted color</td>
</tr>
<tr>
<td>3</td>
<td>Tooth Brush</td>
<td>1 pc</td>
<td>• Size: Strong plastic toothbrush of adult size</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Brush Type: Medium hardness</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Individually wrapped</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• All of the toothbrush components are safe for use</td>
</tr>
<tr>
<td>4</td>
<td>Bar Soap</td>
<td>3 pcs</td>
<td>• Weight: Minimum 70 gram</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Contain of sodium chloride (antiseptic soap)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Expired date minimum 2 (two) years after confirmation order</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Antibacterial, hypoallergenic and free of harmful or dangerous substances</td>
</tr>
<tr>
<td>5</td>
<td>Tooth Paste</td>
<td>3 pcs</td>
<td>• Weight: ± 75 gram</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Expiry date minimum 2 (two) years after confirmation of order</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• With fluoride, free of parabens</td>
</tr>
<tr>
<td>6</td>
<td>Shampoo</td>
<td>3 pcs</td>
<td>• Weight: Minimum 170ml</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Expired date minimum 2 (two) years after confirmation order</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• For normal hair, hypoallergenic, not harmful to human and in particular not irritating to the eyes</td>
</tr>
<tr>
<td>7</td>
<td>Underwear</td>
<td>3 pcs</td>
<td>• Size M/L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• High elastic waistband, elastic leg openings and crotch panel</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Material: Cotton, breathable and stretchable material</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Not transparent</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Not containing any allergic substances</td>
</tr>
<tr>
<td>8</td>
<td>Bra</td>
<td>3 pcs</td>
<td>• Size: 34-38 (mix)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Cup B</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Material: Cotton</td>
</tr>
<tr>
<td>9</td>
<td>Flip-flops</td>
<td>1 pair</td>
<td>• Size: Adult 38-40 or size 8-10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• No slippery</td>
</tr>
<tr>
<td>10</td>
<td>Comb</td>
<td>1 pc</td>
<td>• Size: Adult, with min. length 15cm</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
<td>Quantity</td>
<td>Details</td>
</tr>
<tr>
<td>------</td>
<td>-------------</td>
<td>----------</td>
<td>---------</td>
</tr>
</tbody>
</table>
| 11   | Flashlight with Hand Strap + Battery | 1 pc | Size: Length min. 15 cm (travel size)  
Bulb: LED  
Type of Battery: AA (2 batteries)  
2 (two) additional spare Batteries |
| 12   | Whistle with Long Strap | 1 pc | Material: Stainless Steel with cord lanyard for hanging the whistle around the neck |
| 13   | Warmer sock | 3 pcs | Size: All size for adult, above ankle  
Thick  
mid-calf |
| 14   | Warm balm | 2 pcs | Minimum 50gr  
Expiry date minimum 2 (two) years after confirmation of order |
| 15   | Warm Hat (Kupluk) | 2 pcs | Adult all size |
| 16   | Nail Clipper | 1 pc | Mini (travel) size  
Material stainless steel |
| 17   | Warm Jacket | 1 pc | Size: M/L  
Front zipper, with hoodie, with pockets  
Material: cotton/flannel (warm material)  
Color : Light color |
| 18   | Bedpan (with handle and cover) | 1 pc | Size: L: 450 x W: 280 x H: 10mm  
Volume: 2.5 liters  
Material : Plastic |
| 19   | Water Jerry Can | 1 pc | Plastic  
Foldable  
Capacity: 5 liters |
| 20   | Alcohol-based hand rub | 2 bottles | Minimum 50ml  
70% alcohol-based |
| 21   | Non-medical face mask (reusable) | 4 pcs | Minimum 2 ply  
Reusable, Washable  
Material: Breathable |
| 22   | Bag for packing | 1 pc | Color: Purple  
Size: 28cm x 22cm x 50 cm  
Handle: adjustable rope 4 cm x 100cm; color: Purple  
Material: Canvas D420 or equivalent  
Marking: KIT LANSIA PEREMPUAN  
Logo: UNFPA, CANADA, MOWEC and NCVAW  
Marking & Logo are printed both sides  
Special bag for liquid material |
| 23   | Catalogue / List of Content (Inside and outside of the bag) | 2 pcs | List of information of all items  
Waterproof/plastic laminated  
Catalog inside bag size: 10 cm x 20 cm  
Catalog outside bag size: 5 cm x 10 cm (hang) |
<table>
<thead>
<tr>
<th>No</th>
<th>Item</th>
<th>Quantity</th>
<th>Specifications</th>
</tr>
</thead>
</table>
| 1  | Sarong                         | 1 pcs    | • Material: Cotton (not fade and no transparent)  
• Size: Min 125cm x 200cm                                                                                                                  |
| 2  | Towel                          | 1 pcs    | • Material: Corded/Combat, cotton  
• Very absorbent fabric  
• Weight: 300gr/m2  
• Size: ± 130 cm x 60 cm  
• Assorted color                                                                                                                            |
| 3  | Tooth brush                    | 1 pcs    | • Size: Strong plastic toothbrush of adult size  
• Brush Type: Medium hardness  
• Individually wrapped  
• All of the toothbrush components are safe for use                                                                                         |
| 4  | Bar Soap                       | 3 pcs    | • Weight: Minimum 70 gram  
• Contain of sodium chloride (antiseptic soap)  
• Expired date minimum 2 (two) years after confirmation order  
• Antibacterial, hypoallergenic and free of harmful or dangerous substances                                                                   |
| 5  | Tooth paste                    | 3 pcs    | • Weight: ± 75 gram  
• Expiry date minimum 2 (two) years after confirmation of order  
• With fluoride, free of parabens                                                                                                              |
| 6  | Shampoo                        | 3 bottles| • Weight: Minimum 170ml  
• Expired date minimum 2 (two) years after confirmation order  
• For normal hair, hypoallergenic, not harmful to human and in particular not irritating to the eyes                                           |
| 7  | Sanitary Napkins               | 2 packs  | • Content 10 pcs / pack  
• Size: min 23 cm  
• Individually wrapped  
• High absorbent with wings, leak proof bottom layer  
• Not containing allergic and dangerous substances                                                                                          |
|    | Reusable Sanitary Napkins      | 5 pcs    | • Absorbent pads, wings  
• Size: Min 26 cm  
• Hygiene Pads, sanitary towel, reusable/washable, maxi  
• Not containing allergic and dangerous substances                                                                                           |
| 8  | Underwear                      | 3 pcs    | • Adolescent girl size: S/M/L/XL (mix)  
• High elastic waistband, elastic leg openings and crotch panel  
• Material: Cotton, breathable and stretchable material  
• Not transparent  
• Not containing any allergic substances                                                                                                       |
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| 9   | Bra                                             | 3 pcs    | • Size: 38-40 (mix)  
      |                    |          | • Cup B  
      |                    |          | • Bust measurement 73-90 cm  
      |                    |          | • Material: Cotton |
| 10  | Sandal/flip flops                               | 1 pair   | • Foot size: 35-40 (mix)  
      |                    |          | • No slippery  
      |                    |          | • Rubber sole  
      |                    |          | • Non-toxic or harmful material |
| 11  | Comb                                            | 1 pcs    | • Size: Adult, with min. length 15cm |
| 12  | Flashlight with Hand Strap + Battery            | 1 pc     | • Size: Length min. 15 cm (travel size)  
      |                    |          | • Bulb: LED, white  
      |                    |          | • Type of Battery: AA (2 batteries)  
      |                    |          | • 2 (two) additional spare Batteries |
| 13  | Whistle with Long Strap                         | 1 pc     | • Material: Stainless Steel with cord lanyard for hanging the whistle around the neck |
| 14  | Wet tissue                                      | 1 pack   | • Travel pack 50 sheets  
      |                    |          | • no fragrance |
| 15  | Dry tissue                                      | 1 pack   | • Travel pack 50 sheets  
      |                    |          | • non perfume |
| 16  | Face mirror                                     | 1 pcs    | • Mini (travel) size |
| 17  | Socks                                           | 2 pairs  | • Size: 35-40 (mix)  
      |                    |          | • Thick  
      |                    |          | • mid-calf |
| 18  | Water tumbler                                   | 1 pcs    | • Size 600ml, color same as the bag |
| 19  | Nail clipper                                    | 1 pcs    | • Mini (travel) size  
      |                    |          | • Material: Stainless steel |
| 20  | Non-medical face mask (reusable)                | 4 pcs    | • Minimum 3 ply  
      |                    |          | • Reusable, Washable  
      |                    |          | • Material: Breathable |
| 21  | Alcohol-based hand rub                          | 2 bottles| • Minimum 50ml  
      |                    |          | • 70% alcohol-based |
| 22  | Cotton buds                                     | 1 pack   | • Adult, minimum 50pcs |
| 23  | Non-medical face mask for kid (reusable)        | 4 pcs    | • Minimum 2 ply  
      |                    |          | • Reusable, Washable  
      |                    |          | • Material: Breathable |
| 24  | Face shield                                     | 4 pcs    | • Face Shield Glasses  
      |                    |          | • Clear view  
      |                    |          | • Light weight and comfortable to wear  
      |                    |          | • Anti-fog or not condenses  
<pre><code>  |                    |          | • Medical frame and Visor Protection |
</code></pre>
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</table>
| 25 | Bag for packing                         | 1 pcs    |  - Color: Light Blue  
  - Size: 28cm x 22cm x 37 cm  
  - Handle: Adjustable, Rope 4 cm x 100cm; color: Light blue  
  - Material: Canvas D420 or equivalent  
  - Zipper  
  - Marking: DIGNITY KIT WITH ADDITIONAL ITEMS (Position: In the middle; color: white; font: Capital (high 3cm))  
  - Logo: UNFPA, CANADA, MOWECP and NCVAW  
  - Marking & Logo are printed both sides  
  - Special bag for liquid material |
| 26 | Catalogue/List of content               | 2 sheets |  - List of information of all items  
  - Waterproof/plastic laminated  
  - Catalog inside bag size: 10 cm x 20 cm  
  - Catalog outside bag size: 5 cm x 10 cm (hang) |
PACKAGING DESCRIPTION

a. Each kit contains items listed above and leaflet provided by UNFPA
b. The kit must be packaged in a box/container
c. Each box/container consist of 5 kits
d. Each box wrapped with plastic wrap
e. The box/container must be marked in 2 sides with following specification:
   ● Logo UNFPA, Logo Ministry Women Empowerment, Logo CANADA and Logo NCVAW
   ● Name of kits
   ● Purchase Order (PO) number
   ● Quantity of bag
   ● Date of production: month/year
   ● Color of logos and text: White
   ● Height of logo: min. 6 cm

Sample of kits and bag

Sample of Logo:

Delivery Address: UNFPA warehouse in Jakarta