

## INVITATION TO BID

LITB-2020-9156176

13 February 2020

## UNITED NATIONS CHILDREN'S FUND (UNICEF)

Wishes to purchase

**Purchase PPE materials**

**OFFERS** should be sent to :

UNICEF China  
Attention: Supply & Procurement Section  
FAX : +86 10 65325058 (secured fax)  
EMAIL: [chinabid@unicef.org](mailto:chinabid@unicef.org)

### **IMPORTANT - ESSENTIAL INFORMATION**

The reference **LITB-2020-9156176** must be shown on the telefax or email.

**Bid form and schedule(s)** must be used when replying to this invitation. You are welcome to enclose your own specifications etc., if necessary.

Bids must be received by **latest 10:20 hours (Beijing time) on 18 February 2020** and will be publicly opened at 10:30 hours (Beijing time) on 18 February 2020. Bids received after the stipulated date and time will be invalidated.

The bid document should be sent to UNICEF Beijing Office either by email (preferred), courier service or fax.

- Submission by Pouch: Address: UNICEF No.12 Sanlitun Lu Beijing China
- Submission by fax: Dedicated fax no. 6532 5058
- Electronic Submission to: [chinabid@unicef.org](mailto:chinabid@unicef.org). When single email and its attachments exceed 10 Megabytes, Bidders are required to separate submissions in emails with smaller size. Larger emails and the submissions in emails with smaller size. Larger emails and attachments other than PDF format will not be accepted. The subject line of the e-mail should include the bid number (91XXXXX). No other recipients should be "cc" or "bcc" in the e-mail submission. Bids sent to or copied to any other e-mail address will be invalidated. Do not send general queries to this e-mail. It is the responsibility of the bidder to ensure that the submission(s) are safely received by UNICEF.

**THIS INVITATION TO BID HAS BEEN:**

---

**Prepared By:**

Ping Nie  
(To be contacted for additional information, NOT FOR SENDING OFFERS)  
Email : pnjie@unicef.org

**Verified By:**

---

Yan Ding

**Verified By:**



Bakhtiyor Sharipov

---

**BID FORM**

BID FORM must be completed, signed and returned to UNICEF.  
Bid must be made in accordance with the instructions contained in this INVITATION.

**TERMS AND CONDITIONS OF CONTRACT**

Any Purchase Order resulting from this INVITATION shall contain UNICEF General Terms and Conditions and any other Specific Terms and Conditions detailed in this INVITATION.

**INFORMATION**

Any request for information regarding this INVITATION must be forwarded by email to the attention of the person who prepared this document, with specific reference to the Invitation number.

The Undersigned, having read the Terms and Conditions of INVITATION No. **LITB-2020- 9156176** set out in the attached document, hereby offers to execute the services specified in the Terms and Conditions set out in the document.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name & Title: \_\_\_\_\_

Company: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Tel No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Validity of Offer: \_\_\_\_\_

Currency of Offer: \_\_\_\_\_

Please indicate after having read UNICEF Price & Discount stated in the Specific Terms and Conditions, which of the following Payment Terms are offered by you:

10 Days 3.0% \_\_\_\_\_ 15 Days 2.5% \_\_\_\_\_ 20 Days 2.0% \_\_\_\_\_ 30 Days Net \_\_\_\_\_

Other Trade Discounts \_\_\_\_\_

---

Item No	Item Description	Quantity/Unit	Unit Price	Amount
---------	------------------	---------------	------------	--------

SCHEDULE NO: 1 NP0213

00010	U481000	25000 each		
-------	---------	------------	--	--

Faceshield fog-resistant fullface disp

00020	U481000	13000 each		
-------	---------	------------	--	--

Goggles protective indirect-side-venti

00030	U481000	300000 each		
-------	---------	-------------	--	--

Mask high-fil FFP2/N95 no valve nonster

00040	U481000	40000 each		
-------	---------	------------	--	--

Gown surgic nonsterile nonwoven disp L

00050	U481000	20000 each		
-------	---------	------------	--	--

Gown surgic nonsterile nonwoven disp XL

00060	U481000	50000 each		
-------	---------	------------	--	--

Coverall protection CatIII type 6b L

00070	U481000	50000 each		
-------	---------	------------	--	--

Coverall protection CatIII type 6b M

00080	U481000	47000 each		
-------	---------	------------	--	--

Coverall protection CatIII type 6b XL

00090	U481000	100 each		
-------	---------	----------	--	--

General description:

Ventilator, Intensive Care, for adult and paediatric patients, AC and battery powered, with accessories

Technical specifications:

Item No	Item Description	Quantity/Unit	Unit Price	Amount
	Automatic ventilator for adult and paediatric patients Trolley with handles, 4 antistatic swivel castors and 2 brakes Designed for frequent and easy dismount and disinfection with hospital-grade products Electrical medical air compressor, electronically controlled Air/O2 mixer Humidifier Patient selection: adult and paediatric Ventilation modes (minimum set, additional modes may be provided by the available ventilator model): Pressure controlled (PCV) Volume controlled (VCV) Volume Target Pressure controlled (VTPC) or Pressure Regulated Volume control/guaranteed (PRVC) Controlled Mandatory ventilation (CMV) Synchronised Intermittent Mandatory, Pressure and Volume controlled (P-SIMV and V-SIMV) Pressure Support modes, including Continuous Positive Airway Pressure (CPAP) and Intermittent Positive Pressure (IPPV) Bi-level modes, depending on the available ventilator model Spontaneous Not Invasive Manual Controls and settings: Positive End Expiration Pressure (PEEP) 0 # 50 cmH2O, with settings for paediatric and adult patients Pressure Support 0 # 70 cmH2O Tidal Volume 20 # 2,000 ml with settings for paediatric and adult patients Frequency 5 # 100 bpm with settings for paediatric and adult patients I/E ratio 1:10 # 4:1 Inspiratory Flow 1 # 160 l/min with settings for adult and paediatric patients Inspiratory Time 0.1 # 9.6 s Trigger I: Pressure trigger -20 # 0 cmH2O; Flow trigger 0.5 # 15 l/min Trigger E: 5 # 50 % FiO2: 21 # 100 % Air filter capacity at inlet: 99 % > 0.5 micron Reusable, removable and disinfectable expiration valve/flow sensor. Safety pressure release valve Monitored and measured parameters: I:E, Ti, Te, Tidal Volume Vti and Vte, Minute Volume, Frequency, Insp. and Exp. Pressure and Flow, PEEP, FiO2, Compliance, Resistance Curves (waveforms): Pressure # Time, Flow # Time, Volume # Time Loops: Pressure # Volume, Flow # Volume, Pressure # Flow Trends and system log storage Audio and visual alarms: multilevel, Pressure (H/L), Frequency (H/L), expired Tidal and Minute Volume (H/L), FiO2, PEEP, Apnoea, patient circuit disconnection and leakage, O2 and Air supply, AC and battery power, system status, service/maintenance Display (colour flat panel) showing operational status, set and measured parameters and values, waveforms and alarms/errors (ventilation parameters, power and system events) Self-diagnosis and integrity testing, with live system monitoring Adjustable patient-circuit support arm Built-in rechargeable battery, autonomy > 1 hour Automatic switch to battery in case of power failure, automatic recharge on connection to mains Power requirements 110 # 220 V / 50 # 60 Hz Power consumption 600 # 800 W (depending on the available model) Items supplied with: 1 x paediatric reusable breathing circuit (tubes/balloon/valves/mask) 1 x adult reusable breathing circuit (tubes/balloon/valves/mask) 1 x spare humidifier bottle			

Item No	Item Description	Quantity/Unit	Unit Price	Amount
	1 x spare rechargeable battery pack			
	1 x set of spare fuses			
	1 x spare parts/maintenance kit (air filters, tubing, sealing/O-rings)			
	1 x plastic protective dust cover			

00100 U481000 200 each

**General Description:**

Patient vital signs monitor, 5 physiological parameters, for adult, paediatric/infant and neonatal patients, AC and battery powered, with accessories

**Technical specifications:**

Portable vital signs monitor, suitable for adult, paediatric and neonatal patients

5-parameters monitoring: ECG and Heart Rate (HR), Respiratory Rate (RR), SpO<sub>2</sub>, NIBP and Temperature

ECG and HR:

3-leads ECG, I-II-III selection (optional 5-leads I, II, III, aVR, aVL, aVF, V) waveform visualisation

gain 1.25, 2.5, 5, 10, 20, 40 mm/mV and Auto

sweep speed 6.25, 12.5, 25 and 50 mm/s

accuracy  $\pm 1$  bpm or  $\pm 1\%$ , whichever is greater

S-T detection, arrhythmia analysis

standardising marker -1 to 1 mV or -2 to 2 mV (depending on the available model)

HR 15 # 300 bpm for adult and 15 # 350 bpm for paediatric/neonatal

Respiratory rate (RR)

RR range 0 # 120 adult, 0 # 150 paediatric/neonatal

resolution 1 rpm

accuracy  $\pm 2$  rpm or  $\pm 2\%$  in the range 7 # 150 rpm, whichever is greater

NIBP

oscillometric step deflation

adjustable inflating pressure

systolic, diastolic and mean pressure measurement

measurement overall ranges (min. value diastolic, max. value systolic) 10 # 270 adult, 10 # 200 paediatric, 10 # 135 neonatal

resolution 1 mmHg

SpO<sub>2</sub>

range 0 # 100%

resolution 1%, accuracy  $\pm 2\%$  in the range 70 # 100 %

heart rate detection 25 # 250 bpm, accuracy  $\pm 3$  bpm or  $\pm 2\%$ , whichever is greater

Temperature

range 0 # 50 筭

resolution  $\pm 0.1$  筭

accuracy  $\pm 0.1$  筭

Adjustable signal amplitude and sensitivity

TFT colour display > 10.4 inches

Multi-waveform and parameters visualisation, at least 4 channels

Defibrillator sync and protection

Pacemaker detection/rejection

Patient information and trend internal database

Trend display > 720 hours

Audio-visual alarms and silencing feature for all monitored parameters

Display reports alarms, system errors, leads and sensors failure and AC/battery status

Item No	Item Description	Quantity/Unit	Unit Price	Amount
---------	------------------	---------------	------------	--------

Data and network interface  
 Suitable for standard bed/wall rail and pole stand mount  
 Robust design for use in demanding environment  
 Soft touch keys, durable and easy to clean surface, resistant to hospital-grade cleaning products  
 Automatic self-test and continuous system monitoring  
 Built-in rechargeable battery, autonomy > 2 hours  
 Automatic switch to battery in case of power failure, automatic recharge on connection to mains  
 Power requirements: 220 V / 50 Hz  
 Power consumption 80 W

Item supplied with

1 x wall mount bracket  
 1 x spare rechargeable battery pack  
 1 x set of spare fuses

NIBP accessories:

3 x NIBP hoses (1 x neonatal, 1 x paediatric, 1 x adult)  
 3 x blood pressure cuffs (1 x neonatal, 1 x paediatric, 1 x adult)

ECG accessories:

2 x sets of patient cable terminals (1 x neonatal/paediatric, 1 x adult)  
 2 x sets of electrodes (1 x neonatal/paediatric, 1 x adult)  
 1 x conductive gel, bottle 250 ml

Temperature accessories:

2 x skin temperature probes (including connection cable)

SpO2 transducers, with cable and plug:

2 x adult size, reusable clip-on type  
 2 x paediatric size, reusable clip-on type  
 3 x neonatal size, reusable clip-on type  
 10 x neonatal size, single-use wrap-around type

00110	U481000	200 each		
-------	---------	----------	--	--

GENERAL DESCRIPTION:

Infusion pump, volumetric, single channel, AC and battery powered, with accessories

TECHNICAL SPECIFICATIONS:

Infusion pump, volumetric, portable, for IV fluids infusion, single channel

Peristaltic pump, continuous delivery

Suitable for rail and IV pole mount

Programmable infusion by volume, time and flow-rate

Flow-rate range 1 # 1,200 (minimum guaranteed) ml/h, 1 ml/h step, accuracy  $\pm$  5 %

Volume limit range 1 # 9,999 ml, 1 ml step

Open system, compatible with commercial infusion sets

Bolus program, range 100 # 900 ml/h

KVO program, 1 ml/h for infusion rate < 10 ml/h and 3 ml/h for infusion rate > 10ml/h

Air bubble detection

Occlusion detection

Display and control panel with visualisation of all working parameters (program, volume, flow, time) and system messages

Audio/visual alarms, with silencing feature, for: occlusion, air-in-line, door open, status and end of infusion/program, battery/power supply status and failure, system errors

Automatic self-test function

Battery and AC powered, with automatic switch between modes and automatic recharge when

Item No	Item Description	Quantity/Unit	Unit Price	Amount
---------	------------------	---------------	------------	--------

connected to mains  
 Battery autonomy > 5 h (at 30 ml/h)  
 Integrated battery charger  
 Sturdy construction, splash- and shock-proof, plastic enclosure  
 Power requirements 110 # 220 V / 50 # 60 Hz  
 Power consumption 25 W

ITEMS SUPPLIED WITH:

1 x set of 10 infusion sets  
 1 x rail and IV pole mounting clamp  
 1 x spare battery pack

00120	U481000	200 each		
-------	---------	----------	--	--

GENERAL DESCRIPTION:

Syringe pump, single channel, AC and battery powered, with accessories

TECHNICAL SPECIFICATIONS:

Syringe pump, portable, for IV fluids infusion, single syringe  
 Continuous delivery, piston driven  
 Suitable for rail and IV pole mount  
 Compatible syringes 10, 20, 30, 50 and 60 ml  
 Automatic syringe capacity detection  
 Open system, compatible with commercial syringe sets  
 Programmable infusion by rate, time, flow and dose (patient body weight and drug concentration with automatic calculation) and with syringe capacity selection  
 Flow-rate range, programmable:  
 0.1 # 400 ml/h for 10 ml syringe, 0.1 ml/h step  
 0.1 # 800 ml/h for 20 # 30 ml syringe 0.1 ml/h step  
 0.1 # 1,800 ml/h for 50 # 60 ml syringe 0.1 ml/h step  
 Accuracy  $\pm 2\%$   
 Volume limit range 0.1 # 999.9 ml, programmable, with 0.1 ml step  
 Time limit range 1 # 1,999 min of operation  
 Bolus program, maximum volume 25 ml or syringe capacity whichever higher  
 Bolus range:  
 10 # 300 ml/h for 10 ml syringe  
 10 # 600 ml/h for 20 # 30 ml syringe  
 10 # 1,200 ml/h for 50 # 60 ml syringe  
 KVO program, 1 ml/h  
 Programmable infusion by patient body weight, drug concentration, with automatic calculations  
 Occlusion detection, 3 selectable levels  
 Display and control panel with visualisation of all working parameters (program, volume, flow, time, dose, patient data) and system messages  
 Audio/visual alarms, with silencing feature, for: occlusion, plunger and syringe error, status and end of infusion/program (near empty, empty syringe), battery/power supply status and failure, system errors  
 Automatic self-test function  
 Battery and AC powered, with automatic switch between modes and automatic recharge when connected to mains  
 Battery autonomy > 8 h (at 5 ml/h)  
 Integrated battery charger  
 Sturdy construction, splash- and shock-proof, plastic enclosure  
 Power requirements 110 # 220 V / 50 # 60 Hz



Item No	Item Description	Quantity/Unit	Unit Price	Amount
---------	------------------	---------------	------------	--------

Power consumption 25 W

ITEMS SUPPLIED WITH:

1 x set of 10 syringe sets  
1 x rail and IV pole mounting clamp  
1 x spare battery pack

00130	U481000	100 each		
-------	---------	----------	--	--

GENERAL DESCRIPTION:

External defibrillator for adult and paediatric patients, with ECG monitor and printer, synchronised and bi-phasic, portable, AC and battery powered, with accessories

TECHNICAL SPECIFICATIONS:

External defibrillator with ECG monitor  
Suitable for adult and paediatric patients  
Supplied with adult and paediatric pads/adapters  
Non-directional pads, suitable for bi-phasic impulse waveform

Defibrillator features:

manual and synchronised defibrillation  
bi-phasic energy waveform  
energy output range 2 # 200 J or 2 # 360 J, depending on the available model  
adjustable energy output, by steps  
minimum guaranteed energy levels (including lowest, middle and highest values): 11 levels in the range 2 # 200 J, additional 270 J and 360 J levels depending on the available model  
energy output accuracy  $\pm 15\%$   
patient resistance 30 # 175 Ohm (minimum guaranteed range)  
load compensation, energy level automatic adjustment to the patient impedance  
adult and paediatric energy settings  
charge time to maximum energy < 10 s (mains power supply and battery charged)

ECG monitor:

detection through pads or dedicated ECG cable  
ECG waveform and analysis, selectable visualisation modes  
3-leads ECG cable  
ECG gain 2.5, 5, 10 and 20 mm/mV (minimum guaranteed)  
protection against defibrillation discharges  
adjustable ECG print modes and settings (real-time, manual)

Printer:

built-in 3-channel thermal printer  
print of ECG curves and analysis, events, settings and alarms  
paper speed 25 mm/s (additional 50 mm/s depending on the available model)  
paper width 58 or 72 mm, depending on the available model  
Internal safety discharge feature (if shock is not delivered)  
Compatibility with additional modes and monitoring features, not included (SAED, AED and pace modes, SpO2)

Internal storage for ECG, events (at least 500 or 60 min monitoring) and parameters  
Data/USB communication interface  
Integrated control panel with all parameters and controls

Item No	Item Description	Quantity/Unit	Unit Price	Amount
	<p>Display, backlit flat panel, 5 # 8 inch diagonal depending on the available model</p> <p>Visualisation of defibrillation mode, energy, ready/charging state, ECG curves and heart rate, date/time, settings, mains and battery status, system messages and alarms</p> <p>Audio/visual alarms for pads connection, mains/battery power supply status, paper and printer status, system errors</p> <p>Automatic and manual self-test, continuous check of pads and electrodes connection</p> <p>Automatic switch to battery in case of power failure, automatic recharge on connection to mains</p> <p>Integrated battery charger and transformer</p> <p>Removable rechargeable battery</p> <p>Battery autonomy &gt; 100 shocks at 200 J or 3.5 h monitoring</p> <p>Integrated carry handle</p> <p>Splash and shock resistant</p> <p>Power requirements 110 # 220 V / 50 # 60 Hz</p> <p>Power consumption 200 W</p> <p>ITEMS SUPPLIED WITH:</p> <p>1 x ECG patient cable</p> <p>1 x pair of adult pads</p> <p>1 x pair of paediatric pads/adapters</p> <p>1 x pack of 100 single-use ECG electrodes</p> <p>3 x 100 ml bottles of conductive gel</p> <p>1 x spare rechargeable battery</p> <p>5 x rolls/packs of thermal paper</p>			

00140 U481000 100 each

General description:

Scanner, ultrasound, mobile, with accessories to be used in health infrastructures for diagnostic imaging applications: general abdomen, obstetrics and gynaecology, small parts, neonatal head and hip, cardio-vascular, urology and intra-operative

Technical specifications:

High performance ultrasound scanner

System integrates scanner, 2 probes, matching trolley and video-printer

Compact and lightweight, easy to transport and position

Alphanumeric keyboard with trackball and time gain control (TCG)

Piezoelectric probes, electronically scanned: convex and linear

Imaging display modes: B, dual B, M, B and M

Adjustable field-of-view, 6 level zoom

Imaging technologies: dynamic frequency imaging, multi-stage focusing, aperture control

Depth range selection: convex sector image and linear image, 3 steps

Image orientation: lateral and vertical inversion (in B mode)

Freeze function with storage of approx. 25 images

Measurements and analysis:

Calibre control: trackball

B-mode image: distance, area and circumference by ellipse and trace method, volume, ratio, gestational age, foetal weight, angle

Gestational table: user programmable

M-mode: velocity, time interval, depth, heart rate, LV function

Alpha-numerics & graphics:

Text annotations and body markers

Automatic display of: date and time, focal point setting, image orientation indicator, image scrolled

Item No	Item Description	Quantity/Unit	Unit Price	Amount
	<p>position, distance scale mark, M-mode time mark, grey scale for calibration</p> <p>High resolution B/W monitor, approx. 25 cm diagonal (across), equals to 10 inch, fit with reflection filter</p> <p>Image grey scale: 256 levels</p> <p>Video output: 625 lines/frame</p> <p>Two transducer ports leave 2 probes permanently available, electronic switch between probes</p> <p>Data communication interface: RS232, BNC, IEEE, USB or equivalent</p> <p>Power supply: 220 V / 50 Hz</p> <p>Supplied with:</p> <p>1 x Convex abdominal probe, frequency range: 2.5 / 3.5 / 5.0 MHz</p> <p>1 x Convex trans-vaginal probe, frequency range: 4.5 / 6.5 / 8.0 MHz</p> <p>2 x Bottle of ultrasound gel, approx. 350 ml</p> <p>1 x Set of spare fuses</p> <p>1 x Plastic protective dustcover</p> <p>1 x Instructions for assembly, use and maintenance in English, French and Spanish</p> <p>1 x Digital B/W video printer with data connection cable to ultrasound scanner:</p> <p>Thermal printing head</p> <p>Resolution, approx.: 400 dpi</p> <p>Grey level gradations: 256</p> <p>1 x Printer head cleaning sheet</p> <p>1 x Set 10 video printer paper rolls, length approx. 20 m</p> <p>1 x Instructions for assembly, use and maintenance in English, French and Spanish</p> <p>1 x Matching trolley:</p> <p>Sturdy and stable construction on 4 antistatic swivel castors, two with brakes</p> <p>Diameter castors, approx. 120 mm</p> <p>Carrying capacity: approx. 50 kg</p> <p>Protective bumpers at all four corners</p> <p>Side handle facilitates transport and positioning</p> <p>Top surface fits ultrasound scanner, as well as folded-open keyboard</p> <p>Underneath shelf fits video printer</p> <p>Side support provides for safe storage of 2 probes</p> <p>Material: epoxy coated steel</p> <p>Knockdown construction</p> <p>Set of tools required for assembly</p> <p>Detailed step-by-step line drawing based instructions for assembly</p> <p>Overall dimensions, approx.: 0.60 x 0.50 x 1.00 m (l x w x h)</p>			

**Incoterms & Delivery Requested**

**Lead Time & Related Charges**

**Packing**

Unit : Dimension.....x.....x.....cm	Weight.....kg	Volume.....cbm
Total: Dimension.....x.....x.....cm	Weight.....kg	Volume.....cbm

## SPECIFIC TERMS AND CONDITIONS

### Instructions to Bidders

#### 1. Preparations of bids

Forms furnished shall be used, and strict compliance with the requirements of the invitation, these instructions, and the instructions printed on the forms is necessary.

#### 2. Time for receiving bids

The Bid Forms must be sent to UNICEF 12 Sanlitun Lu, Beijing and put inside the tender box no later than the closing time and date or faxed to designated fax number mentioned in the Bid document. E-mailed bids will not be considered, but modifications by FAX/e-mail of bids already submitted would be considered if received prior to the closing time.

#### 3. Award

The contract will be awarded to the bidder having submitted the lowest evaluated bid in terms technical adherence to the required specification, price, committed delivery time, after sales service and compliance with the specific and general procurement terms and conditions, provided the bid is reasonable and it is in the interest of UNICEF to accept it.

#### 4. Quantity

The quantity indicated in this Invitation to Bid is tentative and no guarantee can be given that the entire quantity shall be ordered from any one tenderer.

#### 5. Samples

In the event that samples are requested to backup commercial bid, the samples must correspond 100% with the product offered. Should the bid be successful, samples will be retained by UNICEF for comparison against deliveries subsequently made.

The samples must be clearly labelled as follows:

- (a) UNICEF ITB number \_\_\_\_\_ ;
- (b) The item number as stated in the ITB;
- (c) Supplier 担 product reference;
- (d) Supplier 担 name and address.

Failure to submit required samples will result in invalidation of the Bid.

#### 6. UNICEF however reserves the right:

- To accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of order
- To accept or reject bid on each item separately, each schedule, or as a whole
- To increase or decrease the quantities without any change in price or other terms and conditions
- To reject the bid of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or a bid of a bidder who in the opinion of UNICEF is not in a position to perform the contract
- To accept payment in the currency of payment stated in the invitation to bid.

#### 7. Discounts

Time in connection with discount offered will be computed from the date of receipt at UNICEF office of full payment 担 documentation as specified by the purchase order.

#### 8. Error in bid

Bidders or their authorized agents are expected to examine maps, drawings, specifications, circulars, schedules and all other instructions pertaining to the work, which will be open to their inspection. Failure to do so will be at the bidders own risk, and he cannot secure relief on the plea of error in the bid.

In case of errors in the extension of prices in the bid, the unit price will govern. Erasures or other changes in the bids must be explained or noted over the signature of the bidder.

9. Bid Form

Bids should not be submitted in the form of letters. Any difference in specifications may be noted on a separate sheet but the quotations themselves must be made on the attached forms. Out of the attached set of Bid Forms, one copy is to be retained by the tenderer for his own records and original has to be returned to UNICEF duly completed and signed. The tenderer is advised to sign each page of the Bid Form and its annexure.

10. Specification

The bidder is required to provide supporting technical brochure, data sheet and any other relevant literature as part of his bid. Brands and models number indicated in Invitation To Bid or Request For Quotation reflect functional requirements at the time of request by end-users. Brands and models of proven equivalent performance under local operating conditions will be considered provided complete specification of alternatives are provided. Despite fast technological changes and advances in some areas, it is not possible to consider upgraded models unless evidence is provided by all bidders that the required model or its equivalent is not marketed any longer.

11. Delivery

- Delivery Date to be understood as the time the goods are produced, inspection completed, dispatched, delivered and received by the consignee.
- It is most important that the delivery date stipulated in the Purchase Order or Contract is strictly adhered to.

12. Prices

The prices indicated in the Purchase Order or Contract shall remain fixed and firm until final execution of the Purchase Order or Contract, except by express written agreement with UNICEF.

13. Quality control/Inspection

- Manufacturer 供应商 name, address, website if available, contact person must be provided.
- Relevant ISO or equivalent GB standard of the manufacturers must be provided, failing which the bid may be invalid.
- All water supply pipes and fittings should be manufactured in accordance with ISO 4422.1996.
- UNICEF reserves the right of pre-delivery inspection at manufacturer 供应商 premises prior to dispatch of the supplies. Supplier should make available a technical expert to accompany the inspector assigned by UNICEF.
- The cost of the 1st inspection will be borne by UNICEF. The cost of any subsequent inspection required due to failure in the quality during the 1st inspection will be borne by the supplier.
- Fifteen days written notice should be given to the Procurement/Supply Officer, UNICEF Beijing (when the goods are ready in all respects, i.e., packing and markings) for arranging inspection of the supplies. UNICEF may issue a written waiver of inspection at its discretion.
- UNICEF shall have a reasonable time after delivery of the goods to inspect them and to reject and refuse acceptance of goods not conforming to the Purchase Order or Contract; payment for goods pursuant to the Purchase Order or Contract shall not be deemed an acceptance of the goods.
- Should the manufacturer be unknown from UNICEF the right is reserved to conduct a pre-award factory inspection. This would be done, on UNICEF account, by a third party Quality Control firm contracted by UNICEF.

14. Liquidated damages

- In the event of order, UNICEF may be entitled to liquidated damages from the selected supplier in case of failure in performance likely to have an adverse effect on the project:
- Liquidated damages for late delivery: if the Supplier fails to deliver within delivery date specified in the purchase order UNICEF shall be entitled to claim liquidated damage from the successful bidder, and

deduct 0.5% of the value of the items pursuant to a Purchase Order, per additional day of delay, up to a maximum of 10% of the value of the Purchase Order. The payment or deduction of such liquidated damage, shall not relieve the successful bidder from any of its other obligations or liabilities pursuant to any Purchase Order.

- Liquidated damages for Quality Control failure: If any deliveries fail to meet Quality Control requirements or if the supplier fails to cure deficiencies in a delivery which has not met Quality Control requirements within two (2) weeks of having received notice from UNICEF (return receipt requested), UNICEF shall be entitled to liquidated damages of percent (20%) of the value of the item.

#### 15. Packing

- Unless otherwise stated, packing should be in strong waterproof cartons, able to withstand rough handling during inland transportation.

- Strong 5 ply corrugated fiberboard boxes modified FEFCO type with meeting inner flaps. All corners on long side flaps trimmed 25mm, glued and stitched outside. Quality: BC composition with min. 17KN edge crush resistance (EN ISO3037), minimum 60% of resulting box strength must be maintained in tropical conditions i.e. 40 degree centigrade and 90% relative humidity.

Water supply fittings and parts must be packed in carton boxes, with heavy parts being packed in wooden boxes.

#### 16. Marking

Each package/boxes should be clearly marked as mentioned below or as stipulated on each purchase order.

- Purchase Order Number
- Description of the content
- Quantity per cartoon
- Gross Weight
- Volume
- Batch Number Reference (if applicable)
- Manufactured Date (if applicable)
- Expiry date (if applicable)

For water supply pipes: name of the manufacturer, production date, pipe size, diameter, length etc should be printed in the pipes.

#### 17. Forwarding instructions/Urgent important note

- The supplies are to be despatched by the supplier to the respective consignee(s) by standard rail or road services on Carriage and Insurance pre-paid basis (CIP).

- The original Railway Receipt or Goods Receipt, three copies of the Packing List and Urgent/Important Note, as per samples annexed, are to be sent by the supplier to the respective consignee by Registered Post, immediately after the goods are booked.

- UNICEF will furnish the selected supplier with shipping and marking instructions within sufficient time to effect delivery in accordance with the terms set forth herein.

- In case the goods are required for export, the supplier will make sure that one set of export shipping documents accompanies its goods (invoices, packing list, etc.).

#### 18. Insurance

Supplies must be covered by All-Risk-Insurance on #door-to-door destination basis? The insurance charges should be prepaid by the supplier.

#### 19. Risk

- Goods shall be at supplier's risk and expenses until they are delivered to UNICEF's authorized consignee(s) at the final destination(s) and risk in the goods will pass only after delivery.

- All rejected material will be at supplier's risk and consequences and UNICEF shall have the right to

recover from the supplier all costs, packing, forwarding, return freight, etc.

20. Invoicing/Payment

- Payment will be made in RMB or US\$ as specified in the Purchase Order or Contract, within 30 days of receipt of :
- Original, accurate, itemized, invoice duly signed and stamped must be submitted for payment.
- Signed/stamped acknowledgement from consignee(s)
- The bank charges regarding transfer of funds, if any, will debited to the supplier 担 invoice.

21. Default

In case of failure by the Supplier to perform under the Terms and Conditions of the Purchase Order or Contract, including but not limited to failure to obtain necessary export licences, or to make delivery of all or part of the goods by the agreed delivery date or dates. UNICEF may, after giving the supplier reasonable notice to perform and without prejudice to any other rights or remedies, exercise one or more of the following rights:

- Procure all or part of the goods from other sources, in which event UNICEF may hold the supplier responsible for any excess cost occasioned thereby.
- Refuse to accept delivery of all or part of the goods.
- Terminate the Purchase Order or Contract.

22. Assignment and Insolvency

- The supplier shall not, except after obtaining the written consent of UNICEF assign, transfer, pledge or make other disposition of the Purchase Order or Contract, or any part thereof, or any of the Supplier 担 rights or obligations under the Purchase Order or Contract.
- Should the supplier become insolvent or should control of the supplier change by virtue of insolvency, UNICEF may without prejudice to any other rights or remedies, terminate the Purchase Order or Contract by giving the supplier written notice of termination.

23. Privileges and Immunities

- As per Article VII on Privileges and Immunities of the Agreement on Cooperation signed between UNICEF and the Govt. of the People 担 Republic of China, no taxes, fees, tolls or duties shall be levied on supplies and equipment furnished by UNICEF so long as they are used in accordance with the Plans of Operations.

## INSTRUCTION TO BIDDERS

### 1. MARKING AND RETURNING BIDS

1.1 Bids shall be submitted in the manner specified earlier in this solicitation document. Detailed submission guidance at paragraphs 1.5, 1.6 and/or 1.7 should then be followed accordingly.

1.2 The Bid Form/Invitation to Bid for Services Form must be signed, and submitted together with the Bid. The Bid Form/Invitation to Bid for Services Form should be signed by the duly authorized representative of the submitting company.

1.3 Bids must be clearly marked with the ITB(S) number and the name of the company submitting the bid.

1.4 Bidders should note that Bids received in the following manner will be invalidated:

- a) with incorrect (as applicable) postal address, email address or fax number;
- b) received after the stipulated closing time and date;
- c) failure to quote in the currency(ies) stated in the ITB(S);
- d) in a different form than prescribed in the ITB(S).

#### 1.5 Sealed bids (as applicable)

1.5.1 See paragraph 1.1 above concerning applicability of this paragraph.

1.5.2 The Bid must be sent for the attention of the unit and address as specified in this solicitation document. Bids not sent in this manner will be disqualified.

1.5.3 Sealed bids (1 original and 2 copies) must be securely closed in a suitable envelope (marked with the ITB(S) number and the name of the company submitting the bid) and dispatched to arrive at the UNICEF office indicated no later than the closing time and date. Bids received in any other manner will be invalidated.

1.5.4 Any delays encountered in the mail delivery will be at the risk of the Bidder.

1.5.5 In case of any discrepancies between the original bid and a copy, the original will prevail.

#### 1.6 Faxed bids (as applicable)

1.6.1 See paragraph 1.1 above concerning applicability of this paragraph.

1.6.2 Faxed bids must be returned to the ONLY ACCEPTABLE FAX NUMBER for Bids as specified in this solicitation document. Bidders should note that Bids received at any other fax number will be invalidated.

#### 1.7 E-mailed bids (as applicable)

1.7.1 See paragraph 1.1 above concerning applicability of this paragraph.

1.7.2 All e-mailed Bids must be submitted to the ONLY ACCEPTABLE E-MAIL ADDRESS as specified in this solicitation document. No other recipient should be "Cc" or "Bcc" in the e-mail submission. Bids received in any other manner will be invalidated.

1.7.3 All Bids submitted by e-mail must be submitted as email attachments. Email links (e.g. to documents to be downloaded from cloud based folders) are not acceptable unless otherwise specifically requested. Bids submitted as a link or through a link will be invalidated.

### 2. OPENING OF BIDS

2.1 Bids received prior to the stated closing time and date will be kept unopened. UNICEF will open Bids when the specified time has arrived and no Bid received thereafter will be considered.

2.2 UNICEF will accept no responsibility for the premature opening of a Bid which is not properly addressed or identified.

2.3 Bidders, or their authorized representative, may attend the public opening of the Bid at the time, date and location specified. Bidders should note that the Bid Opening is the only time and place where information related to pricing from competitors is available.

### 3. UNGM REGISTRATION

3.1 UNICEF is part of the United Nations Global Marketplace(UNGM). Accordingly, all bidders are encouraged to become a UNICEF vendor by creating a vendor profile in the UNGM website: [www.ungm.org](http://www.ungm.org)

### 4. AWARD NOTIFICATION

4.1 UNICEF reserves the right to make a public notification of the outcome of an ITB(S) advising product/service, awarded supplier and total value of award.



## ANNEX A GENERAL TERMS AND CONDITIONS

### GENERAL TERMS AND CONDITIONS OF CONTRACT (Goods)

#### Definitions and UNICEF Supply Website

1.1 In these General Terms and Conditions (Goods), the following terms have the following meaning:

"Affiliates" means, with respect to the Supplier, any of its corporate affiliates or associates, including parent entities, subsidiaries, and other entities in which it owns a substantial interest.

"Confidential Information" means information or data that is designated as confidential at the time of exchange between the Parties or promptly identified as confidential in writing when furnished in intangible form or disclosed orally, and includes information, the confidential or proprietary nature of which is or should be reasonably apparent from the inherent nature, quality or characteristics of such information.

"Consignee" means the consignee designated in the Contract.

"Contract" means the purchase contract that incorporates these General Terms and Conditions (Goods). It includes purchase orders issued by UNICEF, whether or not they are issued under a long-term arrangement or similar contract.

"Goods" means the goods specified in the relevant section of the Contract.

"Host Government" means a Government with which UNICEF has a programme of development cooperation, and includes a Government of a country in which UNICEF provides humanitarian assistance.

"INCOTERMS" means the international commercial terms known as the INCOTERMS rules, issued by the International Chamber of Commerce, most-recently issued at the effective date of the Contract. References in the Contract to trade terms (such as "FCA", "DAP" and "CIP") are references to those terms as defined by the INCOTERMS.

"Parties" means the Contractor and UNICEF together and a "Party" means each of the Contractor and UNICEF.

Supplier's "Personnel" means the Supplier's officials, employees, agents, individual sub-contractors and other representatives.

"Price" is defined in Article 3.1.

"Supplier" is the supplier named in the Contract.

"UNICEF Supply Website" means UNICEF's public access webpage available at [http://www.unicef.org/supply/index\\_procurement\\_policies.html](http://www.unicef.org/supply/index_procurement_policies.html), as may be updated from time to time.

1.2 These General Terms and Conditions of Contract, UNICEF's Policy Prohibiting and Combatting Fraud and Corruption, the UNICEF's Policy on Conduct Promoting the Protection and Safeguarding of Children, the UN Supplier Code of Conduct, and UNICEF's Information Disclosure Policy referred to in the Contract, as well as other policies applicable to the Supplier, are publicly available on the UNICEF Supply Website. The Supplier represents that it has reviewed all such policies as of the effective date of the Contract.

#### 2. Delivery; Inspection; Risk of Loss

2.1 The Supplier will deliver the Goods to the Consignee at the place and within the time period for delivery stated in the Contract. The Supplier will comply with the INCOTERM or similar trade term expressly stated in the Contract as applying to the Goods to be supplied under the Contract and all other delivery terms and instructions stated in the Contract. Notwithstanding any INCOTERM, the Supplier will obtain any export licences required for the Goods. The Supplier will ensure that UNICEF receives all necessary transport documents in a timely manner so as to enable UNICEF to take delivery of the Goods in accordance with the requirements of the Contract. The Supplier will neither seek nor accept instructions from any entity other than UNICEF (or entities authorized by UNICEF to give instructions to the Supplier) in connection with the supply and delivery of the Goods.

2.2 The Supplier will use its best efforts to accommodate reasonable requests for changes (if any) to the requirements for the Goods (such as packaging, packing and labeling requirements), shipping instructions or delivery date of the Goods set out in the Contract. If UNICEF requests any material change to the requirements for the Goods, shipping instructions or delivery date, UNICEF and the Supplier will negotiate any necessary changes to the Contract, including as to Price and the time schedule. Any such agreed changes will become effective only when they are set out in a written amendment to the Contract signed by both UNICEF and the Supplier. Should the Parties fail to agree on any such changes within thirty (30) days, UNICEF will have the option to terminate the Contract without penalty notwithstanding

any other provision of the Contract.

2.3 The Supplier acknowledges that UNICEF may monitor the Supplier's performance under the Contract. The Supplier agrees to provide its full cooperation with such performance monitoring, at no additional cost or expense to UNICEF, and provide relevant information as reasonably requested by UNICEF, including, but not limited to, the date of receipt of the Contract, detailed delivery status, costs to be charged and payments made by UNICEF or pending.

#### Inspection

2.4 UNICEF or the Consignee (if different from UNICEF) will have a reasonable time to inspect the Goods after delivery. At UNICEF's request, the Supplier will provide its reasonable cooperation to UNICEF or the Consignee with regard to such inspection, including but not limited to access to production data, at no charge. The Supplier acknowledges that any inspection of the Goods by or on behalf of UNICEF or the Consignee does not constitute a determination that the specifications for the Goods set out in the Contract (including the mandatory technical requirements) have or have not been met. The Supplier will be required to comply with its warranty and other contractual obligations whether or not UNICEF or the Consignee carries out an inspection of the Goods.

#### Delivery not Acceptance; Consequences of Delayed Delivery and Non-conforming Goods

2.5 If the Supplier determines it will be unable to deliver all or some of the Goods to the Consignee by the delivery date(s) stipulated in the Contract, the Supplier will (a) immediately consult with UNICEF to determine the most expeditious means for delivering the Goods; and (b) use an expedited means of delivery, at the Supplier's cost (unless the delay is due to force majeure as defined in Article 6.7 below), if reasonably requested by UNICEF to do so. Partial deliveries of Goods will not be accepted unless prior written approval for such partial delivery has been given by UNICEF to the Supplier.

2.6 Delivery of the Goods will not constitute acceptance of the Goods. If some or all of the Goods do not conform to the requirements of the Contract or if the Supplier delivers the Goods late or fails to deliver the Goods (or any part of the Goods) in accordance with the agreed delivery dates and delivery terms and instructions, UNICEF may, without prejudice to any of its other rights and remedies, exercise one or more of the following rights under the Contract at UNICEF's option:

(a) UNICEF can reject and refuse to accept any or all of the Goods (including those that do conform to the Contract). If UNICEF rejects the Goods, the Supplier will, at its own cost, arrange for the prompt return of the rejected Goods and, at UNICEF's option, the Supplier will promptly replace the rejected Goods with Goods of equal or better quality (and will be responsible for all costs related to such replacement) or UNICEF may exercise its other rights set out below;

(b) UNICEF may procure all or part of the Goods from other sources, in which case the Supplier will be responsible for any additional costs beyond the balance of the Price for such Goods;

(c) Upon UNICEF's demand, the Supplier will refund all payments (if any) made by UNICEF in respect of the rejected Goods or the Goods that have not been delivered in accordance with the delivery dates and delivery terms;

(d) UNICEF can give written notice of breach and, if the Supplier fails to remedy the breach, can terminate the Contract in accordance with Article 6.1 below;

(e) UNICEF can require the Supplier to pay liquidated damages as set out in the Contract.

2.7 Further to Article 11.6 below, the Supplier expressly acknowledges that if, in respect of any consignment, UNICEF takes delivery of all or some of the Goods that have been delivered late or otherwise not in full compliance with the delivery terms and instructions or that are not in full conformity with the requirements of the Contract, this does not constitute a waiver of UNICEF's rights in respect of such late delivery or non-compliant Goods.

#### Risk of Loss; Title to Goods

2.8 Risk of loss, damage to or destruction of Goods supplied under the Contract, and responsibility for arranging and paying for freight and insurance, will be governed by the INCOTERM or similar trade term expressly stated in the Contract as applying to the Goods supplied under the Contract and any other express terms of the Contract. In the absence of any such INCOTERM or similar trade term or other express terms, the following provisions will apply: (a) the entire risk of loss, damage to or destruction of the Goods will be borne exclusively by the Supplier until physical delivery of the Goods to the Consignee has been completed in accordance with the Contract; and (b) the Supplier will be solely liable for making all transport arrangements and for payment of freight and insurance costs for the shipment and delivery of the Goods in accordance with the requirements of the Contract.

2.9 Unless otherwise expressly provided in the Contract, title in and to the Goods will pass from the Supplier to the Consignee upon delivery of the Goods in accordance with the applicable delivery terms

## ANNEX A GENERAL TERMS AND CONDITIONS

and acceptance of the Goods in accordance with the Contract.

### 3. Price; Invoicing; Tax Exemption; Payment Terms

3.1 The price for the Goods is the amount specified in the price section of the Contract (the "Price"), it being understood that such amount is specified in United States dollars unless otherwise expressly provided for in the price section of the Contract. The Price includes the cost of packaging and packing the Goods in accordance with the requirements of the Contract and delivery in accordance with the applicable delivery terms. The Price is inclusive of all costs, expenses, charges or fees that the Supplier may incur in connection with the performance of its obligations under the Contract; provided that, without prejudice to or limiting the provisions of Article 3.3 below, all duties and other taxes imposed by any authority or entity must be separately identified. It is understood and agreed that the Supplier will not request any change to the Price after delivery of the Goods by the Supplier and that the Price cannot be changed except by written agreement between the Parties before the Goods are delivered.

3.2 The Supplier will issue invoices to UNICEF only after the Supplier has fulfilled the delivery terms of the Contract. The Supplier will issue (a) one (1) invoice in respect of the payment being sought, in the currency specified in the Contract and in English, indicating the Contract identification number listed on the front page of the Contract; and (b) copies of the shipping documents and other supporting documents as specified in the Contract.

3.3 The Supplier authorizes UNICEF to deduct from the Supplier's invoices any amount representing direct taxes (except charges for utilities services) and customs restrictions, duties and charges of a similar nature in respect of articles imported or exported for UNICEF's official use, in accordance with the exemption from tax in Article II, Section 7 of the Convention of the Privileges and Immunities of the United Nations, 1946. In the event any governmental authority refuses to recognize this exemption from taxes, restrictions, duties or charges, the Supplier will immediately consult with UNICEF to determine a mutually acceptable procedure. The Supplier will provide full cooperation to UNICEF with regard to securing UNICEF's exemption from, or refund of amounts paid as, value-added taxes or taxes of a similar nature.

3.4 UNICEF will notify the Supplier of any dispute or discrepancy in the content or form of any invoice. With respect to disputes regarding only a portion of such invoice, UNICEF will pay the Supplier the amount of the undisputed portion in accordance with Article 3.5 below. UNICEF and the Supplier will consult in good faith to promptly resolve any dispute with respect to any invoice. Upon resolution of such dispute, any amounts that have not been charged in accordance with the Contract will be deducted from the invoice(s) in which they appear and UNICEF will pay any agreed remaining items in the invoice(s) in accordance with Article 3.5 within thirty (30) days after the final resolution of such dispute.

3.5 UNICEF will pay the uncontested amount of the Supplier's invoice within thirty (30) days of receiving both the invoice and the shipping documents and other supporting documents, as referred to in Article 3.2 above. The amount paid will reflect any discount(s) shown under the payment terms of the Contract. The Supplier will not be entitled to interest on any late payment or any sums payable under the Contract nor any accrued interest on payments withheld by UNICEF in connection with a dispute. Payment will not relieve the Supplier of its obligations under the Contract. Payment will not be deemed acceptance of the Goods or waiver of any rights with regard to the Goods.

3.6 Each invoice will confirm the Supplier's bank account details provided to UNICEF as part of the Supplier's registration process with UNICEF. All payments due to the Supplier under the Contract will be made by electronic funds transfer to that bank account. It is the Supplier's responsibility to ensure that the bank details supplied by it to UNICEF are up-to-date and accurate and notify UNICEF in writing by an authorized representative of the Supplier of any changes in bank details together with supporting documentation satisfactory to UNICEF.

3.7 The Supplier acknowledges and agrees that UNICEF may withhold payment in respect of any invoice if, in UNICEF's opinion, the Supplier has not performed in accordance with the terms and conditions of the Contract, or if the Supplier has not provided sufficient documentation in support of the invoice.

3.8 UNICEF will have the right to set off against any amount or amounts due and payable by UNICEF to the Supplier under the Contract, any payment, indebtedness or other claim (including, without limitation, any overpayment made by UNICEF to the Supplier) owing by the Supplier to UNICEF under the Contract or under any other contract or agreement between the Parties. UNICEF will not be required to give the Supplier prior notice before exercising this right of set-off (such notice being waived by the Supplier). UNICEF will promptly notify the Supplier after it has exercised such right of set-off, explaining the reasons for such set-off, provided however that the failure to give such notification will not affect the validity of such set-off.

3.9 Each of the invoices paid by UNICEF may be subject to a post-payment audit by UNICEF's external and internal auditors or by other authorised agents of UNICEF, at any time during the term of the Contract and for three (3) years after the Contract terminates. UNICEF will be entitled to a refund from the Supplier of amounts such audit or audits determine were not in accordance with the Contract

regardless of the reasons for such payments (including but not limited to the actions or inactions of UNICEF staff and other personnel).

### 4. Representations and Warranties; Indemnification; Insurance

#### Representations and Warranties

4.1 The Supplier represents and warrants that as of the effective date and throughout the term of the Contract: (a) it has the full authority and power to enter into the Contract and to perform its obligations under the Contract and the Contract is a legal, valid and binding obligation, enforceable against it in accordance with its terms; (b) it has, and will maintain throughout the term of the Contract, all rights, licenses, authority and resources necessary, as applicable, to develop, source, manufacture and supply the Goods and to perform its other obligations under the Contract; (c) all of the information concerning the Goods and the Supplier that it has previously provided to UNICEF, or that it provides to UNICEF during the term of the Contract, is true, correct, accurate and not misleading; (d) it is financially solvent and is able to supply the Goods to UNICEF in accordance with the terms and conditions of the Contract; (e) the use or supply of the Goods does not and will not infringe any patent, design, trade-name or trade-mark; (f) it has not and will not enter into any agreement or arrangement that restrains or restricts any person's rights to use, sell, dispose of or otherwise deal with the Goods; and (g) the development, manufacture and supply of the Goods is, and will continue to be, in compliance with all applicable laws, rules and regulations. The Supplier will fulfill its commitments with the fullest regard to the interests of UNICEF and will refrain from any action which may adversely affect UNICEF or the United Nations.

4.2 The Supplier further represents and warrants that the Goods (including packaging): (a) conform to the quality, quantity and specifications for the Goods stated in the Contract (including, in the case of perishable or pharmaceutical products, the shelf life specified in the Contract); (b) conform in all respects to the technical documentation provided by the Supplier in respect of such Goods and, if samples were provided to UNICEF prior to entering into the Contract, are equal and comparable in all respects to such samples; (c) are new and factory-packed; (d) are fit for the purposes for which such goods are ordinarily used and for purposes expressly made known to the Supplier by UNICEF in the Contract; (e) are of consistent quality and free from faults and defects in design, manufacture, workmanship and materials; (f) are free from all liens, encumbrances or other third party claims; and (g) are contained or packaged in accordance with the standards of export packaging for the type and quantities of the Goods specified in the Contract, and for the modes of transport of the Goods specified in the Contract (including but not limited to, in a manner adequate to protect them in such modes of transport), and marked in a proper manner in accordance with the instructions stipulated in the Contract and applicable law.

4.3 The warranties provided in Article 4.2 will remain valid for the warranty period specified in the Contract; provided that (a) the warranty period for pharmaceutical goods or other perishable products will be no less than the shelf-life of those Goods specified in the Contract; and (b) if no warranty period or shelf-life is specified in the Contract, the warranties will remain valid from the date the Supplier signs the Contract until the day twelve (12) months after fulfillment of the delivery terms or such later date as may be prescribed by law.

4.4 If the Supplier is not the original manufacturer of the Goods or any part of the Goods, the Supplier assigns to UNICEF (or, at UNICEF's instructions, the Government or other entity that receives the Goods) all manufacturers' warranties in addition to any other warranties under the Contract.

4.5 The representations and warranties made by the Supplier in Articles 4.1 and 4.2 and the Supplier's obligations in Articles 4.3 and 4.4 above are made to and are for the benefit of (a) each entity that makes a direct financial contribution to the purchase of Goods; and (b) each Government or other entity that receives the Goods.

#### Indemnification

4.6 The Supplier will indemnify, hold and save harmless and defend, at its own expense, UNICEF, its officials, employees, consultants and agents, each entity that makes a direct financial contribution to the purchase of the Goods and each Government or other entity that receives the Goods, from and against all suits, claims, demands, losses and liability of any nature or kind, including their costs and expenses, by a third party and arising out of the acts or omissions of the Supplier or its Personnel or sub-contractors in the performance of the Contract. This provision will extend to but not be limited to (a) claims and liability in the nature of workers' compensation; (b) product liability; and (c) any actions or claims pertaining to the alleged infringement of a patent, design, trade-name or trade-mark arising in connection with the Goods or other liability arising out of the use of patented inventions or devices, copyrighted material or other intellectual property provided or licensed to UNICEF under the Contract or used by the Supplier, its Personnel or sub-contractors in the performance of the Contract.

4.7 UNICEF will report any such suits, proceedings, claims, demands, losses or liability to the Supplier within a reasonable period of time after having received actual notice. The Supplier will have sole control of the defence, settlement and compromise of any such suit, proceeding, claim or demand except with respect to the assertion or defence of the privileges and immunities of UNICEF or any matter relating to UNICEF's privileges and immunities (including matters relating to UNICEF's relations with Host

## ANNEX A GENERAL TERMS AND CONDITIONS

Governments), which as between the Supplier and UNICEF, only UNICEF itself (or relevant governmental entities) will assert and maintain. UNICEF will have the right, at its own expense, to be represented in any such suit, proceeding, claim or demand by independent counsel of its own choosing.

### Insurance

4.8 The Supplier will comply with the following insurance requirements:

(a) The Supplier will have and maintain in effect with reputable insurers and in sufficient amounts, insurance against all of the Supplier's risks under the Contract (including, but not limited to, the risk of claims arising out of or related to the Supplier's performance of the Contract), including the following:

(i) Insurance against all risks in respect of its property and any equipment used for the performance of the Contract;

(ii) General liability insurance against all risks in respect of the Contract and claims arising out of the Contract including, but not limited to, product liability insurance, in an adequate amount to cover all claims arising from or in connection with the Supplier's performance under the Contract. The Supplier's product liability insurance will cover the direct and indirect financial consequences of liability (including all costs, including replacement costs, related to recall campaigns) sustained by UNICEF or third parties as a result of or relating to the Goods;

(iii) All appropriate workers' compensation and employer's liability insurance, or its equivalent, with respect to its Personnel and sub-contractors to cover claims for death, bodily injury or damage to property arising from the performance of the Contract; and

(iv) Such other insurance as may be agreed upon in writing between UNICEF and the Supplier.

(b) The Supplier will maintain the insurance coverage referred to in Article 4.8(a) above during the term of the Contract and for a period after the Contract terminates extending to the end of any applicable limitations period with regard to claims against which the insurance is obtained.

(c) The Supplier will be responsible to fund all amounts within any policy deductible or retention.

(d) Except with regard to the insurance referred to in paragraph (a)(iii) above, the insurance policies for the Supplier's insurance required under this Article 4.8 will (i) name UNICEF as an additional insured; (ii) include a waiver by the insurer of any subrogation rights against UNICEF; and (iii) provide that UNICEF will receive thirty (30) days' written notice from the insurer prior to any cancellation or change of coverage.

(e) The Supplier will, upon request, provide UNICEF with satisfactory evidence of the insurance required under this Article 4.8.

(f) Compliance with the insurance requirements of the Contract will not limit the Supplier's liability either under the Contract or otherwise.

### Liability

4.9 The Supplier will pay UNICEF promptly for all loss, destruction or damage to UNICEF's property caused by the Supplier's Personnel or sub-contractors in the performance of the Contract.

### 5. Intellectual Property and Other Proprietary Rights; Confidentiality

#### Intellectual Property and Other Proprietary Rights

5.1 Unless otherwise expressly provided for in the Contract:

(a) Subject to paragraph (b) of this Article 5.1, UNICEF will be entitled to all intellectual property and other proprietary rights with regard to products, processes, inventions, ideas, know-how, data or documents and other materials ("Contract Materials") that (i) the Supplier develops for UNICEF under the Contract and which bear a direct relation to the Contract or (ii) are produced, prepared or collected in consequence of, or during the course of, the performance of the Contract. The term "Contract Materials" includes, but is not limited to, all maps, drawings, photographs, plans, reports, recommendations, estimates, documents developed or received by, and all other data compiled by or received by, the Supplier under the Contract. The Supplier acknowledges and agrees that Contract Materials constitute works made for hire for UNICEF. Contract Materials will be treated as UNICEF's Confidential Information and will be delivered only to authorized UNICEF officials on expiry or termination of the Contract.

(b) UNICEF will not be entitled to, and will not claim any ownership interest in, any intellectual property or other proprietary rights of the Supplier that pre-existed the performance by the Supplier of its obligations under the Contract, or that the Supplier may develop or acquire, or may have developed or

acquired, independently of the performance of its obligations under the Contract. The Supplier grants to UNICEF a perpetual license to use such intellectual property or other proprietary rights solely for the purposes of and in accordance with the requirements of the Contract.

(c) At UNICEF's request, the Supplier will take all necessary steps, execute all necessary documents and generally assist in securing such proprietary rights and transferring (or, in the case, intellectual property referred to in paragraph (b) above, licensing) them to UNICEF in compliance with the requirements of the applicable law and of the Contract.

### Confidentiality

5.2 Confidential Information that is considered proprietary by either Party or that is delivered or disclosed by one Party ("Discloser") to the other Party ("Recipient") during the course of performance of the Contract will be held in confidence by the Recipient. The Recipient will use the same care and discretion to avoid disclosure of the Discloser's Confidential Information as the Recipient uses for its own Confidential Information and will use the Discloser's Confidential Information solely for the purpose for which it was disclosed to the Recipient. The Recipient will not disclose the Discloser's Confidential Information to any other party:

(a) except to those of its Affiliates, employees, officials, representatives, agents and sub-contractors who have a need to know such Confidential Information for purposes of performing obligations under the Contract; or

(b) unless the Confidential Information (i) is obtained by the Recipient from a third party without restriction; (ii) is disclosed by the Discloser to a third party without any obligation of confidentiality; (iii) is known by the Recipient prior to disclosure by the Discloser; or (iv) at any time is developed by the Recipient completely independently of any disclosures under the Contract.

5.3 If the Supplier receives a request for disclosure of UNICEF's Confidential Information pursuant to any judicial or law enforcement process, before any such disclosure is made the Supplier (a) will give UNICEF sufficient notice of such request in order to allow UNICEF to have a reasonable opportunity to secure the intervention of the relevant national Government to establish protective measures or take such other action as may be appropriate; and (b) will so advise the relevant authority that requested disclosure. UNICEF may disclose the Supplier's Confidential Information to the extent required pursuant to resolutions or regulations of its governing bodies.

5.4 The Supplier may not communicate at any time to any other person, Government or authority external to UNICEF, any information known to it by reason of its association with UNICEF that has not been made public, except with the prior authorization of UNICEF; nor will the Supplier at any time use such information to private advantage.

### End of Contract

5.5 Upon the expiry or earlier termination of the Contract, the Supplier will:

(a) return to UNICEF all of UNICEF's Confidential Information or, at UNICEF's option, destroy all copies of such information held by the Supplier or its sub-contractors and confirm such destruction to UNICEF in writing; and

(b) will transfer to UNICEF all intellectual and other proprietary information in accordance with Article 5.1(a).

### 6. Termination; Force Majeure

#### Termination by Either Party for Material Breach

6.1 If one Party is in material breach of any of its obligations under the Contract, the other Party can give it written notice that within thirty (30) days of receiving such notice the breach must be remedied (if such breach is capable of remedy). If the breaching Party does not remedy the breach within the thirty (30) days' period or if the breach is not capable of remedy, the non-breaching Party can terminate the Contract. The termination will be effective thirty (30) days after the non-breaching Party gives the breaching Party written notice of termination. The initiation of conciliation or arbitral proceedings in accordance with Article 9 (Privileges and Immunities; Settlement of Disputes) below will not be grounds for termination of the Contract.

#### Additional Termination Rights of UNICEF

6.2 In addition to the termination rights under Article 6.1 above, UNICEF can terminate the Contract with immediate effect upon delivery of a written notice of termination, without any liability for termination charges or any other liability of any kind:

(a) in the circumstances described in, and in accordance with, Article 7 (Ethical Standards); or

## ANNEX A GENERAL TERMS AND CONDITIONS

- (b) if the Supplier breaches any of the provisions of Articles 5.2-5.4 (Confidentiality); or
- (c) if the Supplier (i) is adjudged bankrupt, or is liquidated, or becomes insolvent, or applies for a moratorium or stay on any payment or repayment obligations, or applies to be declared insolvent; (ii) is granted a moratorium or a stay, or is declared insolvent; (iii) makes an assignment for the benefit of one or more of its creditors; (iv) has a receiver appointed on account of the insolvency of the Supplier; (v) offers a settlement in lieu of bankruptcy or receivership; or (vi) has become, in UNICEF's reasonable judgment, subject to a materially adverse change in its financial condition that threatens to substantially affect the ability of the Supplier to perform any of its obligations under the Contract.

6.3 In addition to the termination rights under Articles 6.1 and 6.2 above, UNICEF can terminate the Contract at any time by providing written notice to the Supplier in any case in which UNICEF's mandate applicable to the performance of the Contract or UNICEF's funding applicable to the Contract is curtailed or terminated, whether in whole or in part. UNICEF can also terminate the Contract upon sixty (60) days' written notice to the Supplier without having to provide any justification.

6.4 As soon as it receives a notice of termination from UNICEF, the Supplier will immediately take steps to cease provision of the Goods in a prompt and orderly manner and to minimize costs and will seek instructions from UNICEF regarding Goods in transit (if any) and will not undertake any further or additional commitments as of and following the date it receives the termination notice. In addition, the Supplier will take any other action that may be necessary, or that UNICEF may direct in writing, for the minimization of losses and for the protection and preservation of any property (whether tangible or intangible) related to the Contract that is in the possession of the Supplier and in which UNICEF has or may be reasonably expected to acquire an interest.

6.5 If the Contract is terminated, no payment will be due from UNICEF to the Supplier except for Goods delivered in accordance with the requirements of the Contract and only if such Goods were ordered, requested or otherwise provided prior to the Supplier's receipt of notice of termination from UNICEF or, in the case of termination by the Supplier, the effective date of such termination. The Supplier will have no claim for any further payment beyond payments in accordance with this Article 6.5, but will remain liable to UNICEF for all loss or damages which may be suffered by UNICEF by reason of the Supplier's default (including but not limited to cost of the purchase and delivery of replacement or substitute goods).

6.6 The termination rights in this Article 6 are in addition to all other rights and remedies of UNICEF under the Contract.

### Force Majeure

6.7 If one Party is rendered permanently unable, wholly or in part, by reason of force majeure to perform its obligations under the Contract, the other Party may terminate the Contract on the same terms and conditions as are provided for in Article 6.1 above, except that the period of notice will be seven (7) days instead of thirty (30) days. "Force majeure" means any unforeseeable and irresistible events arising from causes beyond the control of the Parties, including acts of nature, any act of war (whether declared or not), invasion, revolution, insurrection, terrorism or other acts of a similar nature or force. "Force majeure" does not include (a) any event which is caused by the negligence or intentional action of a Party; (b) any event which a diligent party could reasonably have been expected to take into account and plan for at the time the Contract was entered into; (c) the insufficiency of funds, inability to make any payment required under the Contract, or any economic conditions, including but not limited to inflation, price escalations, or labour availability; or (d) any event resulting from harsh conditions or logistical challenges for the Supplier (including civil unrest) associated with locations at which UNICEF is operating or is about to operate or is withdrawing from, or any event resulting from UNICEF's humanitarian, emergency, or similar response operations.

### 7. Ethical Standards

7.1 The Supplier will be responsible for the professional and technical competence of its Personnel including its employees and will select, for work under the Contract, reliable individuals who will perform effectively in the implementation of the Contract, respect the local laws and customs, and conform to a high standard of moral and ethical conduct.

7.2 (a) The Supplier represents and warrants that no official of UNICEF or of any United Nations System organisation has received from or on behalf of the Supplier, or will be offered by or on behalf of the Supplier, any direct or indirect benefit in connection with the Contract including the award of the Contract to the Supplier. Such direct or indirect benefit includes, but is not limited to, any gifts, favours or hospitality.

(b) The Supplier represents and warrants that the following requirements with regard to former UNICEF officials have been complied with and will be complied with:

- (i) During the one (1) year period after an official has separated from UNICEF, the Supplier may not

make a direct or indirect offer of employment to that former UNICEF official if that former UNICEF official was, during the three years prior to separating from UNICEF, involved in any aspect of a UNICEF procurement process in which the Supplier has participated.

(ii) During the two (2) year period after an official has separated from UNICEF, that former official may not, directly or indirectly on behalf of the Supplier, communicate with UNICEF, or present to UNICEF, about any matters that were within such former official's responsibilities while at UNICEF.

(c) The Supplier represents that, in respect of all aspects of the Contract (including the award of the Contract by UNICEF to the Supplier and the selection and awarding of sub-contracts by the Supplier), it has disclosed to UNICEF any situation that may constitute an actual or potential conflict of interest or could reasonably be perceived as a conflict of interest.

7.3 The Supplier further represents and warrants that neither it nor any of its Affiliates, or Personnel or directors, is subject to any sanction or temporary suspension imposed by any United Nations System organisation or other international inter-governmental organisation. The Supplier will immediately disclose to UNICEF if it or any of its Affiliates, or Personnel or directors, becomes subject to any such sanction or temporary suspension during the term of the Contract.

7.4 The Supplier will (a) observe the highest standard of ethics; (b) use its best efforts to protect UNICEF against fraud, in the performance of the Contract; and (c) comply with the applicable provisions of UNICEF's Policy Prohibiting and Combatting Fraud and Corruption. In particular, the Supplier will not engage, and will ensure that its Personnel, agents and sub-contractors do not engage, in any corrupt, fraudulent, coercive, collusive or obstructive conduct as such terms are defined in UNICEF's Policy Prohibiting and Combatting Fraud and Corruption.

7.5 The Supplier will, during the term of the Contract, comply with (a) all laws, ordinances, rules and regulations bearing upon the performance of its obligations under the Contract and (b) the standards of conduct required under the UN Supplier Code of Conduct (available at the United Nations Global Marketplace website - [www.ungm.org](http://www.ungm.org)).

7.6 The Supplier further represents and warrants that neither it nor any of its Affiliates, is engaged, directly or indirectly, (a) in any practice inconsistent with the rights set out in the Convention on the Rights of the Child, including Article 32, or the International Labour Organisation's Convention Concerning the Prohibition and Immediate Action for the Elimination of the Worst Forms of Child Labour, No. 182 (1999); or (b) in the manufacture, sale, distribution, or use of anti-personnel mines or components utilised in the manufacture of anti-personnel mines.

7.7 The Supplier represents and warrants that it has taken and will take all appropriate measures to prevent sexual exploitation or abuse of anyone by its Personnel including its employees or any persons engaged by the Supplier to perform any services under the Contract. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, will constitute the sexual exploitation and abuse of such person. In addition, the Supplier represents and warrants that it has taken and will take all appropriate measures to prohibit its Personnel including its employees or other persons engaged by the Supplier, from exchanging any money, goods, services, or other things of value, for sexual favours or activities or from engaging in any sexual activities that are exploitive or degrading to any person. This provision constitutes an essential term of the Contract and any breach of this representation and warranty will entitle UNICEF to terminate the Contract immediately upon notice to the Supplier, without any liability for termination charges or any other liability of any kind.

7.8 The Supplier will inform UNICEF as soon as it becomes aware of any incident or report that is inconsistent with the undertakings and confirmations provided in this Article 7.

7.9 The Supplier acknowledges and agrees that each of the provisions in this Article 7 constitutes an essential term of the Contract.

(a) UNICEF will be entitled, in its sole discretion and at its sole choice, to suspend or terminate the Contract and any other contract between UNICEF and the Supplier with immediate effect upon written notice to the Supplier if: (i) UNICEF becomes aware of any incident or report that is inconsistent with, or the Supplier breaches any of, the undertakings and confirmations provided in this Article 7 or the equivalent provisions of any contract between UNICEF and the Supplier or any of the Supplier's Affiliates, or (ii) the Supplier or any of its Affiliates, or Personnel or directors becomes subject to any sanction or temporary suspension described in Article 7.3 during the term of the Contract.

(b) In the case of suspension, if the Supplier takes appropriate action to address the relevant incident or breach to UNICEF's satisfaction within the period stipulated in the notice of suspension, UNICEF may lift the suspension by written notice to the Supplier and the Contract and all other affected contracts will resume in accordance with their terms. If, however, UNICEF is not satisfied that the matters are being adequately addressed by the Supplier, UNICEF may at any time, exercise its right to terminate the Contract and any other contract between UNICEF and the Supplier.

(c) Any suspension or termination under this Article 7 will be without any liability for termination or

## ANNEX A GENERAL TERMS AND CONDITIONS

other charges or any other liability of any kind.

### 8. Full Cooperation with Audits And Investigations

8.1 From time to time, UNICEF may conduct investigations relating to any aspect of the Contract including but not limited to the award of the Contract, the way in which the Contract operates or operated, and the Parties' performance of the Contract generally and including but not limited to the Supplier's compliance with the provisions of Article 7 above. The Supplier will provide its full and timely cooperation with any such inspections, post-payment audits or investigations, including (but not limited to) making its Personnel and any relevant data and documentation available for the purposes of such inspections, post-payment audits or investigations, at reasonable times and on reasonable conditions, and granting UNICEF and those undertaking such inspections, post-payment audits or investigations access to the Supplier's premises at reasonable times and on reasonable conditions in connection with making its Personnel and any relevant data and documentation available. The Supplier will require its sub-contractors and its agents, including, but not limited to, the Supplier's attorneys, accountants or other advisers, to provide reasonable cooperation with any inspections, post-payment audits or investigations carried out by UNICEF.

### 9. Privileges and Immunities; Settlement of Disputes

9.1 Nothing in or related to the Contract will be deemed a waiver, express or implied, deliberate or inadvertent, of any of the privileges and immunities of the United Nations, including UNICEF and its subsidiary organs, under the Convention on the Privileges and Immunities of the United Nations, 1946, or otherwise.

9.2 The terms of the Contract will be interpreted and applied without application of any system of national or sub-national law.

9.3 The Parties will use their best efforts to settle amicably any dispute, controversy or claim arising out of, or relating to the Contract. Where the Parties wish to seek such an amicable settlement through conciliation, the conciliation will take place in accordance with the UNCITRAL Conciliation Rules then in force, or according to such other procedure as may be agreed between the Parties. Any dispute, controversy or claim between the Parties arising out of the Contract which is not resolved within ninety (90) days after one Party receives a request from the other Party for amicable settlement can be referred by either Party to arbitration. The arbitration will take place in accordance with the UNCITRAL Arbitration Rules then in force. The venue of the arbitration will be New York, NY, USA. The decisions of the arbitral tribunal will be based on general principles of international commercial law. The arbitral tribunal will have no authority to award punitive damages. In addition, the arbitral tribunal will have no authority to award interest in excess of the London Inter-Bank Offered Rate (LIBOR) then prevailing and any such interest will be simple interest only. The Parties will be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute.

### 10. Notices

10.1 Any notice, request or consent required or permitted to be given or made pursuant to the Contract will be in writing, and addressed to the persons listed in the Contract for the delivery of notices, requests or consents. Notices, requests or consents will be delivered in person, by registered mail, or by confirmed email transmission. Notices, requests or consents will be deemed received upon delivery (if delivered in person), upon signature of receipt (if delivered by registered mail), or twenty-four (24) hours after confirmation of receipt is sent from the addressee's email address (if delivered by confirmed email transmission).

10.2 Any notice, document or receipt issued in connection with the Contract must be consistent with the terms and conditions of the Contract and, in case of any ambiguity, discrepancy or inconsistency, the terms and conditions of the Contract will prevail.

10.3 All documents that comprise the Contract, and all documents, notices and receipts issued or provided pursuant to or in connection with the Contract, will be deemed to include, and will be interpreted and applied consistently with, the provisions of Article 9 (Privileges and Immunities; Settlement of Disputes).

### 11. Other Provisions

11.1 The Supplier acknowledges UNICEF's commitment to transparency as outlined in UNICEF's Information Disclosure Policy and confirms that it consents to UNICEF's public disclosure of the terms of the Contract should UNICEF so determine and by whatever means UNICEF determines.

11.2 The failure of one Party to object to or take affirmative action with respect to any conduct of the other Party which is in violation of the terms of the Contract will not constitute and will not be construed to be a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

11.3 The Supplier will be considered as having the legal status of an independent contractor as regards

UNICEF. Nothing contained in the Contract will be construed as making the Parties principal and agent or joint venturers.

11.4 (a) Except as expressly provided in the Contract, the Supplier will be responsible at its sole cost for providing all the necessary personnel, equipment, material and supplies and for making all arrangements necessary for the performance of its obligations under the Contract.

(b) In the event that the Supplier requires the services of sub-contractors to perform any obligations under the Contract, the Supplier will notify UNICEF of this. The terms of any sub-contract will be subject to, and will be construed in a manner that is fully in accordance with, all of the terms and conditions of the Contract.

(c) The Supplier confirms that it has read UNICEF's Policy on Conduct Promoting the Protection and Safeguarding of Children. The Supplier will ensure that its Personnel understand the notification requirements expected of them and will establish and maintain appropriate measures to promote compliance with such requirements. The Supplier will further cooperate with UNICEF's implementation of this policy.

(d) The Supplier will be fully responsible and liable for all services performed by its Personnel and sub-contractors and for their compliance with the terms and conditions of the Contract. The Supplier's Personnel, including individual sub-contractors, will not be considered in any respect as being the employees or agents of UNICEF.

(e) Without limiting any other provisions of the Contract, the Supplier will be fully responsible and liable for, and UNICEF will not be liable for (i) all payments due to its Personnel and sub-contractors for their services in relation to the performance of the Contract; (ii) any action, omission, negligence or misconduct of the Contractor, its Personnel and sub-contractors; (iii) any insurance coverage which may be necessary or desirable for the purpose of the Contract; (iv) the safety and security of the Contractor's Personnel and sub-contractors' personnel; or (v) any costs, expenses, or claims associated with any illness, injury, death or disability of the Contractor's Personnel and sub-contractors' personnel, it being understood that UNICEF will have no liability or responsibility with regard to any of the events referred to in this Article 11.4(d).

11.5 The Supplier will not, without the prior written consent of UNICEF, assign, transfer, pledge or make other disposition of the Contract, or of any part of the Contract, or of any of the Supplier's rights or obligations under the Contract.

11.6 No grant of time to by a Party to cure a default under the Contract, nor any delay or failure by a Party to exercise any other right or remedy available to it under the Contract, will be deemed to prejudice any rights or remedies available to it under the Contract or constitute a waiver of any rights or remedies available to it under the Contract.

11.7 The Supplier will not seek or file any lien, attachment or other encumbrance against any monies due or to become due under the Contract, and will not permit any other person to do so. It will immediately remove or obtain the removal of any lien, attachment or other encumbrance that is secured against any monies due or to become due under the Contract.

11.8 The Supplier will not advertise or otherwise make public for purposes of commercial advantage or goodwill that it has a contractual relationship with UNICEF or the United Nations. Except as regards references to the name of UNICEF for the purposes of annual reports or communication between the Parties and between the Supplier and its Personnel and sub-contractors, the Supplier will not, in any manner whatsoever use the name, emblem or official seal of UNICEF or the United Nations, or any abbreviation of the name of the United Nations, in connection with its business or otherwise without the written permission of UNICEF.

11.9 The Contract may be translated into languages other than English. The translated version of the Contract is for convenience only, and the English language version will govern in all circumstances.

11.10 No modification or change in the Contract, and no waiver of any of its provisions, nor any additional contractual relationship of any kind with the Supplier will be valid and enforceable against UNICEF unless set out in a written amendment to the Contract signed by an authorised official of UNICEF.

11.11 The provisions of Articles 2.8, 2.9, 3.8, 3.9, 4, 5, 7, 8, 9, 11.1, 11.2, 11.4(e), 11.6 and 11.8 will survive delivery of the Goods and the expiry or earlier termination of the Contract.