



United Nations Population Fund  
70A Nahda St., Saryat El- Maadi,  
Cairo.  
P.O. 11435, Egypt  
Email:egypt.tenders@unfpa.org  
Website: http://www.unfpa.org

Date: 3 October 2023

## REQUEST FOR QUOTATION RFQ N° UNFPA/EGY/RFQ/23/022

Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following Menstrual Health Supplies items:

Item N°	Product Name	Product Description	Unit of Measure	Quantity
1	Period panties	Period panties	Each	6,000
2	Microfiber towel	Microfiber towel	Each	9,000
3	Smart Cycles	Smart Cycles, menstrual learning tool to track menstrual cycles	Each	4,000
4	TOT service	MHM expert to provide TOT service for UNFPA's Women and Girls Safe Spaces (WGSS) staff	Each	1
5	Training materials	Training materials to be used for TOT and distributed for WGSSs staff who will conduct MHM sessions	Each	20
6	Data Analysis & Report Production	Conduct data analysis on the MHM activities in the WGSSs and produce report	Each	1
7	Freight CPT to Cairo, Egypt airport		Each	1

### 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 childbirth 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](#)



**Objective:**

The objective of the RFQ is to identify a supplier who can provide UNFPA with all the above mentioned products. The selected vendor is expected to provide such products, based on specific specifications submitted to the vendor.

**II – Detailed Technical Specifications**

**Objectives and scope**

- Background information :

UNFPA Egypt CO aims to support Menstrual Hygiene Management for refugee adolescent girls through the established Women and Girls Safe Spaces. This activity will be conducted through a company who can provide refugee adolescents in Egypt with a comprehensive interactive education on MHM. This partnership will include provision of reusable period panties with extra towels, cycle tracking necklaces (Smart Cycle) for young girls as well as in-depth TOT for field staff, where our Safe Space team can be trained for. The company should also provide a high quality data analysis and report production service as a comprehensive package, which will be highly useful for future activity implementation and for dissemination of information on MHM activities.

- **Deliverables: required detailed specifications as below schedule**

Item	Description	Product Specifications
Period panties, multi colors , Size Small, Medium , Large and X Large	These absorbent underpants have multiple layers of microfiber polyester. They look like regular underwear, but they're designed to keep moisture away from your skin as they soak up menstrual blood.	<p>Product shall consist of a top sheet, middle absorbent core consisting of cotton, polyester and other absorbent fabrics and a leak proof layer consisting of typically, polyurethane laminate (PUL) at the bottom.</p> <p>Top sheet shall be the high absorbance layer and shall be fluid transporting to the below absorbent core.            Top sheet is made of materials such as organic topped cotton or bamboo velour, hemp fleece, cotton flannel, cotton jersey and cotton fleece poly jersy etc.</p> <p>The absorbent core is made of materials such as Cotton Terry Toweling, Cotton Fleece, Hemp Fleece, Bamboo Fleece and Bamboo Terry, Cotton jersey, Zorb, Microfiber terry etc.</p> <p>Product shall have securement mechanisms such as plastic buttons, waist strap, velcro, etc</p>



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		<p>or similar for the wings to firmly attach the product to underwear to prevent dislocation while use.</p> <p>Product shall be unscented only.</p> <p>The pads shall be free from acids and alkali, free from dust and particulate matter, free from bad odour, no bleeding of colour, and free from shedding fibres. It shall be free from chemical residues like chlorine, herbicides, pesticides, heavy metals, azo dyes etc as per REACH regulations.</p> <p>The total viable bacterial count, when determined in accordance with EN ISO 6887-1 or equivalent, shall not exceed 1000 CFU per gram of sanitary pad/towel and shall be free from Enterobacteriaceae, Staphylococcus aureus, and Pseudomonas aeruginosa etc.</p> <p>Products shall be capable of being soaked and washed thoroughly in water up to 60 deg C using soap/laundry detergent. After washing with soap, they shall be able to be dried well for reuse.</p> <p>Wear Time: Shall be able to wear for 4-6 hours.        pH of the extract shall be 6-8.5 when tested according to EN ISO 3071, Method B</p> <p>Colour fastness test: The product shall have a colour fastness of 4 and above.</p> <p>Durability: The product shall be able to withstand 60 washes minimum during hand/machine wash.        The seam line shall be free of loose threads and neat. It shall have dimensional stability with good tensile strength and seam strength.</p> <p>A claim on biodegradability and composting for the product shall be accompanied with independent third-party certification as per applicable ISO/EN standards.</p>
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<p>Reusable-microfiber towel</p>	<p>Micro-fibre is a synthetic fabric consisting of ultra-fine fibres. These fibres generally have diameters measuring less than 10 micro-meters and have denier weights under 0.7 D. Comparatively, a single strand of silk is around 1 D, making micro-fibre one of the world's finest forms of textile fibre.</p> <p>At least 2 two years' sturdy tissue, washable and water/leak proof, color fastness, 100% carton, size M and L, color blue, black, red. 100% polyester, and at least holds 50 mL of liquid, safe, secured, health and comfortable.</p>	<p><b>Product description:</b>        Cotton towel, 10 x 10 cm size        Material: Hydrophilic "tetra" cotton.        Density approx 90 g/m2        Washable in chlorine Size: 100 x 100cm. Non-sterile. Supplied with: Manufacturer's instruction for use.        Packaging and labelling: Packed in polythene bags with the following options:</p> <p><b>Option 1</b> - Individual towel packed in a bag with each towel (folded 4 times) and placed in an export carton (288 bags per carton)</p> <p><b>Option 2</b> - 6 towel packed in a bag with each towel folded (4 times) placed in an export carton (48 bags per carton)</p> <p><b>Option 3</b> - 288 towel packed in a bag with each towel (folded 4 times) placed in an export carton (1 bag per carton).</p> <p>Symbols used according ISO 15223 CE mark Regulation &amp; conformity requirements: CE mark conforming to Medical Device Directive 93/42/EEC CE self-declaration.        ISO 13845:2003 certified        Classification: Class I-Medical Device Directive 93/42/EECSafety &amp; product        Standards: Must comply with following standards ISO 13485:2003 Medical devices -- Quality management systems -- Requirements for regulatory purposes</p>
<p>Smart Cycle:</p>	<p>Smart Cycle: menstrual learning tool to track menstrual cycles. A menstrual learning tool to track menstrual cycles for adolescents. At least 28 days' smart cycle. Wearable necklace with a 40cm ribbon. Including a friendly</p>	<p>Smart jewelry piece designed to track the menstruation and ovulation cycles in women,</p> <p>A menstrual learning tool to track menstrual cycles for adolescents. At least 28 days' smart cycle. Wearable necklace with a 40cm ribbon. Including a friendly user (instruction) manual.</p>



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	user (instruction) manual.	
TOT for MHM sessions & Training Materials	Providing TOT on MHM sessions for the staff of 12 Women and Girls Safe Spaces	An expert on MHM to provide TOT sessions for the staff of 12 Women and Girls Safe Spaces, to train them on providing youth friendly MHM sessions with necessary training materials and tools.
Data Analysis and Report Production	Conduct data analysis on the MHM activities in the WGSSs and produce report	Conduct monitoring and data collection on the comprehensive MHM service provided in the WGSSs (including distribution of period panties, smart cycles, TOT, and MHM awareness raising sessions) which is to be presented in a quality report with data analysis.

- **Time frame:** October - December 2023
- **Questions:** Questions or requests for further clarifications should be submitted in writing to the contact person below.

Name of contact person at UNFPA:	<i>Noha El-Maraghy/Procurement Associate</i>
Email address of contact person:	<i>Egypt.tenders@unfpa.org</i>

The deadline for submission of questions is **10<sup>th</sup> October 2023 @ 23:00 pm** Cairo local time. Questions will be answered in writing and shared with all parties as soon as possible after this deadline.

## II. Eligible Bidders

This Request for Quotation is open to all eligible bidders; to be considered an eligible bidder for this solicitation process you must comply with the following:

- A bidder must be a legally-constituted company that can provide the requested products and have legal capacity to enter into a contract with UNFPA to deliver in the country, or through an authorized representative.
- A bidder must not have a conflict of interest regarding the solicitation process or with the TORs / Technical Specifications. Bidders found to have a conflict of interest shall be disqualified.
- At the time of Bid submission, the bidder, including any JV/Consortium members, is not under procurement prohibitions derived from the [Compendium of United Nations Security Council Sanctions Lists](#) and has not been suspended, debarred, sanctioned or otherwise identified as ineligible by any [UN Organization](#) or the [World Bank Group](#).
- Bidders must adhere to the UN Supplier Code of Conduct, which may be found by clicking on [UN Supplier Code of Conduct](#).

## III. Content of quotations

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



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- a) Technical proposal, in response to the requirements outlined in the specifications should comply with:
  - The bidder shall be required to quote for all items.
- b) Signed Declaration Form, to be submitted strictly in accordance with the document.
- c) Price quotation, to be submitted strictly in accordance with the price quotation form

Both parts of the quotation must be signed by the company's relevant authority and submitted in PDF format.

#### IV. Instructions for submission

Proposals should be prepared based on the guidelines set forth in Section IV above, along with a properly filled out and signed price quotation form, and are to be sent by email to the address indicated below no later than **Wednesday 18<sup>th</sup> October 2023 at 23:00 PM Cairo Local Time**<sup>1</sup>.

Name of contact person at UNFPA:	<i>Operations Unit</i>
Official Email address:	<a href="mailto:egypt.tenders@unfpa.org">egypt.tenders@unfpa.org</a>

Please note the following guidelines for electronic submissions to UNFPA's secured email address [egypt.tenders@unfpa.org](mailto:egypt.tenders@unfpa.org):

- The following reference must be included in the email subject line: **RFQ N° UNFPA/EGY/RFQ/23/022 – Menstrual Health Supplies**. 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 email size may not exceed **10 MB (including email 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.
- Please do **NOT** send the emails containing your offer to any other email address (not even as a copy (CC) or blind copy (BCC)); otherwise UNFPA will not be able to guarantee confidentiality and fair and transparent handling of your bid. UNFPA reserves the right to reject bids sent via the appropriate channel but copied or blind copied to other email addresses.
- When submitting electronic offers, Bidders will receive an auto-reply acknowledging receipt of the **first** email. Should your offer require you to submit more than one email, in the body of this first email, bidders are requested to list the number of messages, which make up their technical offer and the number of messages, which make up their financial offer. If you do not receive any auto-reply for the first email from UNFPA's email system, please inform **Ms. Gina Shoukry at: [shoukry@unfpa.org](mailto:shoukry@unfpa.org)**
- Any quotation submitted will be regarded as an offer by the bidder and does not constitute or imply acceptance of the quotation by UNFPA. UNFPA is under no obligation to award a contract to any bidder as a result of this RFQ.

#### V. Overview of Evaluation Process

<sup>1</sup> <http://www.timeanddate.com/worldclock/city.html?n=69>



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Quotations will be evaluated based on the compliance with the technical specifications and the [total cost of the goods (as per price quote).

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated for technical compliance prior to the comparison of price quotes.

#### **VI. Award**

In case of a satisfactory result from the evaluation process, UNFPA shall award a Purchase Order to the lowest priced bidder whose bid has been determined to be substantially compliant with the bidding documents.

#### **VII. 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.

#### **VIII. Payment Terms**

UNFPA payment terms are net 30 days upon receipt of shipping documents, invoice and other documentation required by the contract.

#### **IX. 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](#).

#### **X. 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](#).

#### **XI. 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 Head of the Business Unit Ms. Frederika Meijer, Egypt CO Representative at [meijer@unfpa.org](mailto:meijer@unfpa.org). Should the supplier be unsatisfied with the reply provided by the UNFPA Head of the Business Unit, the supplier may contact the Chief, Supply Chain Management Unit at [supplychain@unfpa.org](mailto:supplychain@unfpa.org).

#### **XII. Disclaimer**



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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).





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## PRICE QUOTATION FORM

<b>Name of Bidder:</b>	
<b>Date of the quotation:</b>	
<b>Request for quotation N°:</b>	UNFPA/EGY/RFQ/23/022
<b>Currency of quotation:</b>	USD/EGP
<b>Validity of quotation:</b>	
<i>(The quotation shall be valid for a period of at least 3 months after the submission deadline.)</i>	

### Price Quotation Form

Item	Product Name & Description	UOM	Unit Price	Number of Units	Total (USD)
1	Period panties	Each		6,000	
2	Extra Microfiber towel	Each		9,000	
3	Smart Cycle	Each		4,000	
4	TOT service	Each		1	
5	Training materials	Each		20	
6	Data Analysis & Report Production	Each		1	
7	Delivery Charges based on the following 2020 Incoterm, <span style="float: right;">Choose an item.</span> to:	Each		1	
	<b>CPT, CAIRO, EGYPT</b>				
<b>GRAND TOTAL</b>					

*Vendor's Comments:*



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I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/EGY/RFQ/23/022 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.

	Click here to enter a date.
Name and title	Date and place



## DECLARATION FORM

The undersigned, being a duly authorized representative of the Company represents and declares that:

1.	The Company and its Management <sup>2</sup> have not been found guilty pursuant to a final judgement or a final administrative decision of any of the following:	YES	NO
	a. Fraud;	<input type="checkbox"/>	<input type="checkbox"/>
	b. Corruption;	<input type="checkbox"/>	<input type="checkbox"/>
	c. conduct related to a criminal organization;	<input type="checkbox"/>	<input type="checkbox"/>
	d. money laundering or terrorist financing;	<input type="checkbox"/>	<input type="checkbox"/>
	e. terrorist offences or offences linked to terrorist activities;	<input type="checkbox"/>	<input type="checkbox"/>
	f. sexual exploitation and abuse;	<input type="checkbox"/>	<input type="checkbox"/>
	g. child labour, forced labour, human trafficking; or	<input type="checkbox"/>	<input type="checkbox"/>
	h. irregularity (non-compliance with any legal or regulatory requirement applicable to the Organization or its Management).	<input type="checkbox"/>	<input type="checkbox"/>
2.	The Company and its Management have not been found guilty pursuant to a final judgment or a final administrative decision of grave professional misconduct.	<input type="checkbox"/>	<input type="checkbox"/>

<sup>2</sup> "Management" means any person having powers of representation, decision-making or control over the Organization. This may include, for example, executive management and all other persons holding downstream managerial authority, anyone on the board of directors, and controlling shareholders.



3.	The Company and its Management are not: bankrupt, subject to insolvency or winding-up procedures, subject to the administration of assets by a liquidator or a court, in an arrangement with creditors, subject to a legal suspension of business activities, or in any analogous situation arising from a similar procedure provided for under applicable national law.	<input type="checkbox"/>	<input type="checkbox"/>
4.	The Company and its Management have not been the subject of a final judgment or a final administrative decision finding them in breach of their obligations relating to the payment of taxes or social security contributions.	<input type="checkbox"/>	<input type="checkbox"/>
5.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found they created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration, or principal place of business ( <i>creating a shell company</i> ).	<input type="checkbox"/>	<input type="checkbox"/>
6.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found the Company was created with the intent referred to in point (5) ( <i>being a shell company</i> ).	<input type="checkbox"/>	<input type="checkbox"/>

The UNFPA reserves the right to disqualify the Company, suspend or terminate any contract or other arrangement between the UNFPA and the Company, with immediate effect and without liability, in the event of any misrepresentation made by the Company in this Declaration.

It is the responsibility of the Company to immediately inform the UNFPA of any changes in the situations declared above.

This Declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of contractual arrangements between the UNFPA and the Company.

Signature:

Date:

Name and Title:

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Name of the Company:

UNGM N°:

Postal Address:

Email:

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## **ANNEX I: 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](#).

<https://www.unfpa.org/sites/default/files/resource-pdf/UNFPA%20General%20Conditions%20-%20Goods%20EN.pdf>



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## ANNEX II: Terms of Reference TOR Terms of Reference

### Menstrual Hygiene Management Support for Refugee Adolescent girls

#### **Background information**

Egypt currently hosts refugees and asylum-seekers from 58 different countries of origin, and as of July 2023, UNHCR Egypt reported that the total number of refugees and asylum seekers residing in Egypt is at 299,167. As per the 2019 3RP (Response Plan for Syrians), 70% of refugees and asylum seekers are known to be women and children who face several protection challenges including sexual harassment, different forms of GBV, as well as lack of access to RH services.

To address these pressing matters, UNFPA Egypt established Women and Girls Safe Spaces(WGSSs) for the protection and empowerment of refugee women and girls affected by crises. The goals of Safe Spaces are to provide women and girls with a place to participate in common activities and receive support to promote their overall well-being and resilience, including multi-sectoral case management services. UNFPA currently operates 11 Safe Spaces throughout 5 different governorates including Giza, Damietta, Qalyubia, Sharkia, and Aswan.

The Safe Spaces offer support to refugee women and girls through GBV programming services and case management including psychosocial support, counseling, referrals for legal/medical/psycho-social support, recreational and vocational activities. This is in addition to women and girls’ wellness sessions, storytelling, psycho-drama using arts techniques, as well as reproductive health and GBV awareness raising sessions and outreach through public community sensitization events.

Considering the importance of ensuring safe and quality menstrual health and hygiene management of refugee women and adolescent girls, UNFPA and its WGSSs have been actively including MHM topics during the awareness raising sessions and also celebrated the Global MH day every year. Building on the existing experiences, UNFPA Egypt CO aims to pilot a MHM specific intervention in all of the WGSSs to target refugee adolescent girls with a comprehensive package of MHM support.

#### **Deliverables:**

Item	Description	Product Specifications
Period panties, multi colors , Size Small, Medium , Large and X Large	These absorbent underpants have multiple layers of microfiber polyester. They look like regular underwear, but they’re designed to keep moisture away from	Product shall consist of a top sheet, middle absorbent core consisting of cotton, polyester and other absorbent fabrics and a leak proof layer consisting of typically, polyurethane laminate (PUL) at the bottom.  Top sheet shall be the high absorbance layer and shall be fluid transporting to the below absorbent core.

	<p>your skin as they soak up menstrual blood.</p>	<p>Top sheet is made of materials such as organic topped cotton or bamboo velour, hemp fleece, cotton flannel, cotton jersey and cotton fleece poly jersy etc.</p> <p>The absorbent core is made of materials such as Cotton Terry Toweling, Cotton Fleece, Hemp Fleece, Bamboo Fleece and Bamboo Terry, Cotton jersey, Zorb, Microfiber terry etc.</p> <p>Product shall have securement mechanisms such as plastic buttons, waist strap, velcro, etc or similar for the wings to firmly attach the product to underwear to prevent dislocation while use.</p> <p>Product shall be unscented only.</p> <p>The pads shall be free from acids and alkali, free from dust and particulate matter, free from bad odour, no bleeding of colour, and free from shedding fibres. It shall be free from chemical residues like chlorine, herbicides, pesticides, heavy metals, azo dyes etc as per REACH regulations.</p> <p>The total viable bacterial count, when determined in accordance with EN ISO 6887-1 or equivalent, shall not exceed 1000 CFU per gram of sanitary pad/towel and shall be free from Enterobacteriaceae, Staphylococcus aureus, and Pseudomonas aeruginosa etc.</p> <p>Products shall be capable of being soaked and washed thoroughly in water up to 60 deg C using soap/laundry detergent. After washing with soap, they shall be able to be dried well for reuse.</p> <p>Wear Time: Shall be able to wear for 4-6 hours.        pH of the extract shall be 6-8.5 when tested according to EN ISO 3071, Method B</p> <p>Colour fastness test: The product shall have a colour fastness of 4 and above.</p>
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		<p>Durability: The product shall be able to withstand 60 washes minimum during hand/machine wash.</p> <p>The seam line shall be free of loose threads and neat. It shall have dimensional stability with good tensile strength and seam strength.</p> <p>A claim on biodegradability and composting for the product shall be accompanied with independent third-party certification as per applicable ISO/EN standards.</p>
Reusable-microfiber towel	<p>Micro-fibre is a synthetic fabric consisting of ultra-fine fibres. These fibres generally have diameters measuring less than 10 micrometers and have denier weights under 0.7 D. Comparatively, a single strand of silk is around 1 D, making micro-fibre one of the world's finest forms of textile fibre.</p>	<p>Microfiber is a synthetic fabric consisting of ultra-fine fibers. These fibers generally have diameters measuring less than 10 micrometers and have denier weights under 0.7 D. Comparatively, a single strand of silk is around 1 D, making microfiber one of the world's finest forms of textile fiber.</p> <p>At least 2 two years' sturdy tissue, washable and water/leak proof, color fastness, 100% carton, size M and L, color blue, black, red. 100% polyester, and at least holds 50 mL of liquid, safe, secured, health and comfortable.</p>
Smart Cycle:	<p>Smart Cycle: menstrual learning tool to track menstrual cycles. A menstrual learning tool to track menstrual cycles for adolescents. At least 28 days' smart cycle. Wearable necklace with a 40cm ribbon. Including a friendly user (instruction) manual.</p>	<p>Smart jewelry piece designed to track the menstruation and ovulation cycles in women,</p> <p>A menstrual learning tool to track menstrual cycles for adolescents. At least 28 days' smart cycle. Wearable necklace with a 40cm ribbon. Including a friendly user (instruction) manual.</p>



TOT for MHM sessions & Training Materials	Providing TOT on MHM sessions for the staff of 12 Women and Girls Safe Spaces	An expert on MHM to provide TOT sessions for the staff of 12 Women and Girls Safe Spaces, to train them on providing youth friendly MHM sessions with necessary training materials and tools.
Data Analysis and Report Production	Conduct data analysis on the MHM activities in the WGSSs and produce report	Conduct monitoring and data collection on the comprehensive MHM service provided in the WGSSs (including distribution of period panties, smart cycles, TOT, and MHM awareness raising sessions) which is to be presented in a quality report with data analysis.

**Objective:**

The company is requested to provide refugee adolescents in Egypt with a comprehensive interactive education on MHM. This partnership will include provision of reusable period panties with extra towels, cycle tracking necklaces (Smart Cycle) for young girls as well as in-depth TOT for field staff, where our Safe Space team can be trained for. The company should also provide a high quality data analysis and report production service as a comprehensive package, which will be highly useful for future activity implementation and for dissemination of information on MHM activities.

**Monitoring, progress control and reporting**

- Full coordination and email approval from UNFPA for all deliverables.
- The vendor will report to the UNFPA Technical Team.
- UNFPA will provide input and comments as needed.

**Competency and expertise:**

- Professional knowledge on Menstrual Health and Hygiene Management
- Excellent Facilitation skills
- Excellent drafting, interpersonal, interviewing and communication skills
- Demonstrated ability to work with highly vulnerable groups from different nationalities
- Awareness about the security context and political situation in Egypt for refugees
- Able to work effectively within a team and/or individually
- Well organized with strong time-management skills
- Fluency in English and Arabic

**Qualifications and Experience:**

- At least 5 years of experience supporting MHM for refugees and vulnerable groups
- Experience in conducting TOT for MHM knowledge and awareness raising session
- Previous experience in supporting MHM for refugees in Egypt or other countries

**Time Frame:** Upon signing contract

**Submission and Selection Criteria:**



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The submission of each company shall contain technical and financial offers as follows:

1. Technical offer
2. Financial offer including; Detailed Budget
3. Declaration Form