

## Request for Quotation for Heaters

Save the Children is a leading and independent organization in the world for children. We work in 120 countries worldwide. We defend the lives of children, fight for their rights and help them to fulfil their potential.

### **ESSENTIAL CRITERIA**

In order to qualify as a bidder, you must be able to answer 'Yes' against all of the Essential Criteria. After passing the essential criteria you will be scored against Capability and Commercial criteria.

- A) Do you have a legitimate business/official address OR are you registered for trading or tax purposes with the authorities: Yes/ No
- B) Do you agree to comply with our standard policies and procedures as stated in RFQ document: Yes/No
- C) Do you confirm that you are not any prohibited parties or on Government blacklists: Yes/ No

### **CAPABILITY CRITERIA (50 %)**

The following criteria are considered very important in the evaluation of this tender

#### **Quality /Service (20 %)**

- **Experience in Similar Projects** Proven track record in providing household equipment / electrical appliance, especially for clients in relevant sectors (INGO preferred) (20%)

#### **Capacity (30 %)**

- **Distribution and Delivery Capacity:** Capacity to deliver goods to designated locations, including transportation arrangements, (5%)
- **Quick Delivery and Responsiveness Sustainability** Ability to deliver heaters within the shortest possible timeframe, including responsiveness to urgent requests and capacity to meet accelerated delivery schedules. (25 %)

#### **Sustainability (10 %)**

- The bidder can demonstrate that he adheres to industrial standards such as ISO 9001. (10 %)

### **Financial offer**

Cost factor-pricing (40 %)

-Companies must express their interest by sending a **sealed envelope**:

- **Detailed, signed and sealed economic offer in Albanian Leke.**

**Save the Children in Albania**  
**National Office**

Rr. Mihal Popi, Ndertesa 7, ish Pallatet I Maji,  
Vila "Lami"; P.O. Box 8185, Albania  
E-mail: [info.albania@savethechildren.org](mailto:info.albania@savethechildren.org)

Registered in Albania  
Telephone: +355 4 2261840/  
+355 42261929/+355 4 2266227  
Web Page: [albania.savethechildren.net](http://albania.savethechildren.net)

- A copy of NIPT.
- QKB Licence.
- Name and year of birth of Legal Administrator (copy of ID).
- The validity of the offer.
- Evidence of previous experience in relevant field (INGO preferred)
- Declaration of the company about the adjustments, returns, replacements, or issues related to damaged or non-compliant goods.
- Declaration of the company about the delivery timelines, and ability to deliver the goods at the designated location in Durres.
- Evidence of ISO certificates that the bidder adheres to industrial standards such as ISO 9001 for environmental management.

The envelope should be sent to our offices **no later than Monday, January 26<sup>th</sup> 2026 12:00**

**Specifications of the items required:**

Nr.	Description	Specifications	Unit	Qty.	Unit Price	Total Price
1	Ceramic heater	<b>Heating Technology:</b> Ceramic heating element with fan-forced air delivery <b>Heat Output:</b> Up to 1,500 W- 2000 W <b>Thermostat:</b> Adjustable thermostat to help maintain a stable room temperature <b>Settings:</b> Multiple heat levels	Pcs	1		

- The minimum order shall be 400 heaters.

**A sample of each of the products shall be sent before the deadline in Save the Children national official location as below:**

Bids to be submitted in a sealed envelope, addressed at the address below. The envelope should indicate the Bidder details and RFQ Title but have no other details relating to the bidder.

Save the Children, Albania Office  
 Rruga Mihal Popi, Ndertesa 7 (Vila Lami), Ish Pallatet 1 Maji  
 Kodi Postar 1021. Kutia Postare 8185  
 Tirane- Albania

