

## EXCLUSIVE WAREHOUSE STORAGE SPACE AND SERVICES

### Pharmaceutical Grade Warehouse - Option 1

#### Warehouse/Storage Space

- Space requirement between 300- 400 m<sup>2</sup> with well secured side walls.
- The floor must be industrial concrete, flat and polished floor that will accommodate heavy duty operations in the warehouse.
- The warehouse has a clear height of 7-10 meters in corresponding with the floor loading capacity (3-5 tons), which allows maximum utilization of the warehouse space, as well as increasing ventilation inside the area.
- It has a good lighting system in the warehouse that is compatible and appropriate with pharmaceutical goods as per WHO Good Distribution Standards.
- Humidity and Temperature control and monitoring systems are preferable.
- The warehouse outlay should provide sufficient space for receiving and loading for distribution of goods.
- There is a washroom and a good water system.

#### Pallets and Storage

UNFPA commodities in the warehouse are often consolidating goods in units on a single base that can be moved and stored effectively. This would allow common equipment handling the consolidated goods.

The static storage racks are erected where 2 rows of racks are assembled back-to-back which allows access and minimum aisle space to have high storage density.

- It is built with a 4-level pallet safe bin racking system. Each bin should have 1.5-meter height and width of 1.3m(180-200 bins). Racks should be installed according to standard measurement to allow movement of forklift within the racking system.
- Main door access provision should be approx. 3.0m height x 3.0m width with proper locking system.
- The warehouse includes a dedicated space to be made by the vendor into a temperature control room approx. 50m<sup>2</sup>.
- Racks arranged to ensure that pallets are positioned at least 30 cm away from walls and other racks.

#### Security and safety

- The warehouse should have insurance cover for any unforeseen accidents and damage or theft.
- Storage space ensures supplies are stored in dry, clean and well-ventilated areas at temperatures between 20<sup>o</sup>- 30<sup>o</sup>C. Adequate air circulation to avoid concentrations of fumes or gasses and to prevent condensation of moisture on products or walls.
- Inventory Security – 24 hours a day and 7 days a week security to monitor access to the warehouse of both inside and outside of storage space including fenced perimeter of the warehouse yard. The boundaries and entrance to the facility are secured and controlled at all times.
- Within the warehouse, 24/7 monitoring by CCTV with 6 months recording back-up.
- The warehouse has standing safety procedures. Fire safety for the warehouse storage such as fire extinguisher, fire alarms, smoke detector and access to fire hose for fire safety.
- The warehouse should have a clean environment and pest control services to prevent rodents. Nets are installed along the louvers to prevent birds and other animals from perching or nesting inside the warehouse area.

## Annex 2

### Equipment and resources

- To have static storage racks - 4 level pallet safe bin racking system as mentioned above. Each bin should have 1.5-meter height x 1.3m wide. Racks should be installed according to standard measurement to allow movement of forklift within the racking system.
- The warehouse should make available resources such as forklifts and personnel to allow for receiving, stock put away, devanning supplies from containers and packing supplies into containers.
- The Warehouse building compound should have an outside field storage space area for offloading 20ft and 40ft containers.
- The warehouse is provided with sufficient lights and electrical PowerPoints as mentioned above. To have a 3-phase chargeable port/system is preferable.
- Vehicles or other means of transportation easily access the area for receiving and distributing goods.
- The warehouse external grounds have space for temporary storage for 20- and 40-footer containers, preferably with power supply for refrigerated containers.

## Annex 2

### Option 2

#### Pharmaceutical Warehouse 1

##### Warehouse/Storage Space

- Space requirement between 120- 150 m<sup>2</sup> with well secured side walls.
- The floor has to be industrial concrete, flat and polished floor that will accommodate heavy duty operations in the warehouse.
- The warehouse has a clear height of 7-10 meters in corresponding with the floor loading capacity (3-5 tons), which allows maximum utilization of the warehouse space, as well as increasing ventilation inside the area.
- It has a good lighting system in the warehouse that is compatible and appropriate with pharmaceutical goods as per WHO Good Distribution Standards.
- Humidity and Temperature control and monitoring systems are preferable.
- The warehouse outlay should provide sufficient space for receiving and loading for distribution of goods.
- There is a washroom and a good water system.

##### Pallets and Storage

UNFPA commodities in the warehouse are often consolidating goods in units on a single base that can be moved and stored effectively. This would allow common equipment handling the consolidated goods.

The static storage racks are erected where 2 rows of racks are assembled back-to-back which allows access and minimum aisle space to have high storage density.

- It is built with a 4 level pallet safe bin racking system. Each bin should have 1.5-meter height and width of 1.3m(80-100 bins). Racks should be installed according to standard measurement to allow movement of forklift within the racking system.
- Main door access provision should be approx. 3.0m height x 3.0m width with proper locking system.
- The warehouse includes a dedicated space to be made by the vendor into a temperature room approx. 50m<sup>2</sup>.
- Racks arranged to ensure that pallets are positioned at least 30 cm away from walls and other racks.

##### Security and safety

- The warehouse should have insurance cover for any unforeseen accidents and damage or theft.
- Storage space ensures supplies are stored in dry, clean and well-ventilated areas at temperatures between 20<sup>0</sup>- 30<sup>0</sup>C. Adequate air circulation to avoid concentrations of fumes or gasses and to prevent condensation of moisture on products or walls.
- Inventory Security – 24 hours a day and 7 days a week security to monitor access to the warehouse of both inside and outside of storage space including fenced perimeter of the warehouse yard. The boundaries and entrance to the facility are secured and controlled at all times.
- Within the warehouse, 24/7 monitoring by CCTV with 6 months recording back-up.
- The warehouse has standing safety procedures. Fire safety for the warehouse storage such as fire extinguisher, fire alarms, smoke detector and access to fire hose for fire safety.
- The warehouse should have a clean environment and pest control services to prevent rodents. Nets are installed along the louvers to prevent birds and other animals from perching or nesting inside the warehouse area.

## Annex 2

### Equipment and resources

- To have static storage racks - 4 level pallet safe bin racking system as mentioned above. Each bin should have 1.5-meter height x 1.3m. Racks should be installed according to standard measurement to allow movement of forklift within the racking system.
- The warehouse should make available resources such as forklifts and personnel to allow for receiving, stock put away, devanning supplies from containers and packing supplies into containers. Forklift should have the highest level of bin lifting capacity.
- The Warehouse building compound should have an outside field storage space area for offloading 20ft and 40ft containers.
- The warehouse is provided with sufficient lights and electrical powerpoints as mentioned above. To have a 3 phase chargeable port/system is preferable.
- Vehicles or other means of transportation easily access the area for receiving and distributing goods.
- The warehouse external grounds have space for temporary storage for 20 and 40 footer containers, preferably with power supply for refrigerated containers.

## Non-Pharmaceutical Warehouse 2

### Warehouse/Storage Space

- Space requirement between 120-150 m<sup>2</sup> with well secured side walls.
- The floor has to be concrete, flat and clean that will accommodate heavy duty operations.
- The warehouse has a clear height of 7-10 meters in corresponding with the floor loading capacity (3-5 tons), which allows maximum utilization of the storage space, as well as increasing ventilation inside the area.
- It has a good lighting system in the warehouse that is compatible.
- The warehouse outlay should provide sufficient space for receiving and loading for distribution of goods.
- There is a washroom and a good water system.

### Pallets and Storage (if possible)

UNFPA commodities in the warehouse are often consolidating goods in units on a single base that can be moved and stored effectively. This would allow common equipment handling the consolidated goods.

- It is built with a pallet safe bin racking system. Racks should be installed according to standard measurement to allow movement of forklift within the racking system.
- Main door access provision should be approx. 3.0m height x 3.0m width with proper locking system.
- Racks arranged to ensure that pallets are positioned at least 30 cm away from walls and other racks.

### Security and safety

- The warehouse should have insurance cover for any unforeseen accidents and damage or theft.
- Storage space ensures supplies are stored in dry, clean and well-ventilated areas at temperatures between 20<sup>o</sup>- 30<sup>o</sup>C. Adequate air circulation to avoid concentrations of fumes or gasses and to prevent condensation of moisture on products or walls.

## Annex 2

- Inventory Security – 24 hours a day and 7 days a week security to monitor access to the warehouse of both inside and outside of storage space including fenced perimeter of the warehouse yard. The boundaries and entrance to the facility are secured and controlled at all times.
- Within the warehouse, 24/7 monitoring by CCTV with 6 months recording back-up.
- The warehouse has standing safety procedures. Fire safety for the warehouse storage such as fire extinguisher, fire alarms, smoke detector and access to fire hose for fire safety.
- The warehouse should have a clean environment and pest control services to prevent rodents. Nets are installed along the louvers to prevent birds and other animals from perching or nesting inside the warehouse area.

### Equipment and resources

- To have a static storage racks pallet safe bin racking system as mentioned above. Racks should be installed according to standard measurement to allow movement of forklift within the racking system.
- The warehouse should make available resources such as forklifts and personnel to allow for receiving, stock put away, devanning supplies from containers and packing supplies into containers. Forklift should have the highest level of bin lifting capacity.
- The Warehouse building compound should have an outside field storage space area for offloading 20ft and 40ft containers.
- The warehouse is provided with sufficient lights and electrical powerpoints as mentioned above. To have a 3 phase chargeable port/system is preferable.
- Vehicles or other means of transportation easily access the area for receiving and distributing goods.
- The warehouse external grounds have space for temporary storage for 20 and 40 footer containers, preferably with power supply for refrigerated containers.