

## **RFQ/ARM/2022-0920 REQUEST FOR QUOTATIONS FOR PROVISION OF PRINTING SERVICES TO UNHCR**

**To whom it may concern,**

You are kindly invited to provide an offer for Provision of printing services to the United Nations High Commissioner for Refugees Armenia Representation

**Time Schedule: The announcement is open as of 20 September 2022.**

**Deadline to Submit Quotes:**

**on or before 01 October 2022, 23:59 HRS Armenia local time**

Quotations must be submitted as follows: by e-mail in PDF + Word/Excel format by e-mail in to:

[harutyua@unhcr.org](mailto:harutyua@unhcr.org)

More details are specified in the attached Annexes.

The following attachments are presented for your attention and action:

- Annex A\_ Price quotation template filled in, Pdf+ excel format to be submitted
- Link/s to the applicant's relevant portfolio to be submitted
- Scan of the state registration document, showing the year of establishment to be submitted
- Annex B\_ ToR
- Annex C \_Filled, signed, and stamped Vendor Registration Form (if not already registered with UNHCR; the template will be provided by UNHCR) to be submitted
- Annex D\_ General Terms and Conditions for Services
- Annex E-UNHCR Supplier Code of Conduct

**All the prices must be provided excluding value added tax (VAT).** Please kindly note that UNHCR has tax and duty exemption status.

In case of any queries in respect to this request for quotations please apply to the Supply Unit (UNHCR) at the [harutyua@unhcr.org](mailto:harutyua@unhcr.org)

Kind regards  
UNHCR Representation in Armenia  
Mobile: +374 55 880186

[www.unhcr.org](http://www.unhcr.org)

