

**UNHCR**United Nations High Commissioner for Refugees  
Haut Commissariat des Nations Unies pour les réfugiés**DATE: 31/01/2022****REQUEST FOR PROPOSAL: No. RFP PSP/IT/2021/007**FOR THE ESTABLISHMENT  
OF A FRAME AGREEMENT FOR THE**PRODUCTION OF THE PREMIUM ACQUISITION MAILPACK AND RELATED  
SERVICES**

**EXTENDED DEADLINE FOR FURTHER QUERIES: 07/02/2022 – 23:59 hrs CET**  
**EXTENDED DEADLINE FOR SAMPLES DELIVERY: 14/02/2022 – 17:00 hrs CET**  
**EXTENDED OFFER SUBMISSION DEADLINE: 14/02/2022 – 23:59 hrs CET**

- Section “1. Requirements” of the RFP Cover Letter is amended as follow to reflect the new award type:

UNHCR may award Frame Agreement(s) to multiple suppliers (up to three suppliers) for a period of 1 year (tentatively from April 2022 to April 2023) with possibility of extending it up to additional 2 years of 1 (one) year period each extension (total of 1+1+1). The percentage allocations of the award for each appointed supplier will be proportionate to their overall evaluation.

- Section “2.5.2 Technical and Financial evaluation” of the RFP Cover Letter and Section “5.1 Technical Evaluation” of Annex A is amended as follows to reflect the correct scoring methodology of criteria “Quality of Profiled lists (10%)”:

Quality of profiled lists (10%)	Scores will be allocated based on the number, quality, relevance of profiled lists, including sources, frequency of data update and quality of enrichment.
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- Section “2.3 REQUESTS FOR CLARIFICATION” of the RFP Cover Letter is amended as follows to reflect the new query deadline:

Bidders are required to submit any request for clarification or any question in respect of this RFP only to Erika Celi, Supply Associate, [celi@unhcr.org](mailto:celi@unhcr.org). **The deadline for receipt of questions is MON 7<sup>th</sup> February 2022 h. 23:59 CET.**

- Section “2.4.1 CONTENT OF THE TECHNICAL OFFER”, par. b) of the RFP Cover Letter is amended as follows to reflect the new deadline for sample delivery:

Physical sample(s) of the Premium Acquisition MailPack proposed in the offer must be delivered (by post or physical delivery) by **Monday 14<sup>th</sup> February 2022 h. 17:00 CET** to the following address:

**UNHCR Office in Italy – Attn. Erika Celi  
RFP PSP-IT-2021-007  
Via Leopardi 24  
00185 Roma (RM) – Italy**

- Section “2.6 SUBMISSION OF BID” of the RFP Cover Letter is amended as follows to reflect the new submission deadline:

**Submission Deadline: Monday 14<sup>th</sup> February 2022, 23:59 hrs CET.**

Only those offers uploaded on the eTender Box <http://etenderbox.unhcr.org> within the submission deadline will be taken into consideration.

The technical offer and financial offer are to be sent in separate documents. Failure to do so may result in disqualification

All other sections of the RFP Cover Letter are not modified and shall remain unchanged.

