
DATE: 05/11/2020

REQUEST FOR QUOTATION: No. 20/IRNTE/RFQ/009

SPORT BALL PRODUCTION WORKSHOP EQUIPMENT

QUOTATION TO BE RECEIVED BY: On Saturday 14/11/2020 End of Working Day

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly¹, requests your price quotation for the **Sport Ball Production Workshop Equipment** specified in this Request for Quotation (RFQ).

1. REQUIREMENTS

Description and Quantity:

Item Description: Equipment for Sport Ball Production Workshop

Detailed Specification: Please refer to attached annex "A".

Quantity: Please refer to attached annex "A".

Delivery point: Qom

Note:

- UNHCR will consider offers for partial list of items in the RFQ from responding vendors and may decide on partial award.
- Please provide detailed information, specification of the proposed equipment in the attached **Annex "B"**, Technical Offer Form.
- Please provide your financial offer using the attached **Annex "C"**, Financial Offer Form.
- The selected bidder will be responsible to deliver the goods to Qom.
- The selected bidders will be responsible for installation of the equipment at the workshop.
- **Please indicate delivery lead time in your proposal.**
- Payment will be after delivery.
- Your offer should be all-inclusive of related costs and VAT. (In case of requesting for VAT, your quotes must be accompanied with the VAT registration certificate).

2. RFQ SUBMISSION

¹ For further information on UNHCR, please see <http://www.unhcr.org>

We would appreciate receiving your quotation on or before Saturday 14/11/2020 – **End of Working Day** to be submitted to UNHCR via e-mail to RAHDAR@UNHCR.ORG and SEPEHRI@UNHCR.ORG copy to GEORGESZ@UNHCR.ORG.

Please indicate in the subject of your e-mail the reference code of this RFQ which is 20/IRNTE/RFQ/009.

The quotes must be fully signed and stamped on the technical and financial offer.

Your quotation must be valid for at least 30 days from 14/11/2020. The standard payment terms of UNHCR is net 30 days of receipt of accurate invoice upon satisfactory delivery of goods or services and acceptance thereof by UNHCR.

Please find attached in the UNHCR's General Conditions of Contracts for the Provision of Goods. By responding to this RFQ you confirm that you accept them.

Thank you for your kind attention.

Dayan Georgesz,
Associate Supply Officer
