**Terms and Conditions for Participants**

1. Auction Subject: Sale of a number of used furniture and equipment of the UN High Commissioner for Refugees, including printers, UPS, mobile phones, etc. listed in the table below.
2. Bidders are requested to use this form for bid offer (page 2 of this document).
3. Bidders can submit their bids to buy one or more groups.
4. Bidders are required to submit a bank deposit slip to, and the deposit amount set for each group as follows:

Group 1: 350,000,000 Rials, equivalent to thirty-five million Tomans

Group 2: 150,000,000 Rials, equivalent to fifteen million Tomans

Group 3: 200,000,000 Rials equivalent to twenty million Tomans

Group 4: 70,000.00 Rials, equivalent to seven million Tomans

The auction guarantee receipt must be sent to the UNHCR along with the price offer (this form). Please be careful in keeping the receipt, which is the only certificate of payment of the deposit amount. Please make sure that the deposited amount for the guarantee is exactly the same as the number of groups you have bid for. If the deposit guarantee amount is not equal to the number of offers, priority will be given to the number of groups. Please note that proposals cannot be reviewed or cancelled after submission to the UNHCR. The name of the person depositing the guarantee must be the same as the name of the person participating in the auction. Refund of the guarantee will be possible only through the account number provided in this form and in the name of the bidder.

1. Please send the receipt related to the guarantee of participation in the auction and the price offer in the same form, which includes your purchase offer for one or more groups, to the email address **IRNTEBID@UNHCR.ORG** until 23:59 on Sunday, September 19th, 2021.
2. It is possible to visit the auctioned items from 8:00 AM to 4:00 PM on Tuesday, September 14, 2021 at UNHCR office at the above-mentioned address.
3. The deadline for sending offers is 16:00 hrs on Wednesday, September 15, 2021.
4. Bids will be opened within a week after the deadline for submission of bids.
5. The items subject to auction have a base price that is determined by the seller and will not be announced publicly. Therefore, UNHCR is free to cancel the sale if the proposals do not reach the set base price.
6. All items subject to auction will be sold with the current appearance and technical condition of the place of sale. UNHCR does not assume any responsibility for the current and future appearance of the subject of the auction and after the auction.
7. The deposited amount of unsuccessful bidders, except for the first bid (highest bid) and the second bid, will be refunded immediately after determining the winners of the auction.
8. As soon as the results of the auction are announced, the winner is required to complete his bid within five working days by depositing it in the bank account of UNHCR. Otherwise, the amount of the guaranteed deposit will be confiscated in favour of UNHCR without any judicial or administrative formalities, and the participant will not have the right to object.
9. If the first ranked bidder fails to deposit full offered amount within the set deadline, his/her deposit will be confiscated, and the first ranked bidder will have no right to complain. UNHCR may then decide to offer the item to the second ranked bidder in writing. If the second ranked bidder accepts the offer in writing, he/she will be given 7 working days to pay in full. Should the second ranked bidder fail to pay within the communicated deadline, he/she will also lose the deposit without any right for complain.
10. Provision of a copy of national ID card by the bidders is compulsory.
11. Upon payment of the full amount (100% of the sales price) dissuasion shall not be admissible and paid advances shall not be reimbursed.
12. UNHCR bank account number is **0105634605009** and (Sheba) number is **IRR950170000000105634605009** Bank Melli, Eskan branch.

BID OFFER FORM (Please provide a bid for the intended group only – you may leave the others blank)

The completion of any tables below represents a firm offer.

|  |
| --- |
| **Group 1****Offered Price** |
| Type: Photocopier:  | Sharp M420U 2 pcs, Xerox 7220 photocopier 5 pcs |
| Offer price | IRR ………………………………………………………………… |

|  |
| --- |
| **Group 2****Offered Price** |
| Type: Furniture and use tires | Wooden office desk 4, TV table 1, dining table 1, wooden library 16, office swivel chair 2, fixed office chair 2, small wooden shelf 2, small drawer 1, Land Cruise tire 5 pairs, sedan car tires 4 pairs. |
| Offer price | IRR ………………………………………………………………… |

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| **Group 3****Offered Price** |
| Type: UPS | 15 different types of UPS |
| Offer price | IRR ………………………………………………………………… |

|  |
| --- |
| **Group 4****Offered Price** |
| Type: Mobile phone: | iPhone 5.16, 4 pieces |
| Offer price | IRR ………………………………………………………………… |

I, the undersigned, confirm to have read and understood all of the above Terms and Conditions for participating at this auction and by signing the form below I provide my unambiguous agreement with the terms and conditions specified in this document.

Full name:

National ID number:

Cell Phone number:

Bank name & account number:

Sheba number:

Signature and Fingerprint: