

RFP/2023/029

FOR THE ESTABLISHMENT OF FRAME AGREEMENT(S) FOR THE PROVISION OF:
CAPACITY BUILDING AND MONITORING SERVICES OF PROCUREMENT
ACTIVITIES OF UNHCR PARTNERS IN LEBANON
FOR TWO (2) YEARS WITH POSSIBILITY OF EXTENSION
FOR AN ADDITIONAL ONE (1) YEAR

Questions & Answers

Date: 7 December 2023

Q1: Number of Purchase Orders issued per year per outlet/partner.

A1: The number of Purchase Orders which will be issued under the Frame Agreement with the prospective supplier(s) will be determined by UNHCR project owner requirements.

Q2: Number of outlets/partners to monitor per region?

A2: This will be determined by UNHCR and a workplan will be agreed with the prospective supplier(s).

Q3: Number of contracts signed?

A3: Please refer to point no. 1 (Requirements) of the RFP document.

Q4: Number of employees who are handling the purchases?

A4: The Partners procurement units differ one from another.

Q5: Number of locations to visit, Main office + 8 regions?

A5: This will be determined by UNHCR and a workplan will be agreed with the prospective supplier(s).



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

Q6: Volume & size of purchased products?

A6: The procurement of goods and services by the UNHCR Partners vary in volume and size and ranges from simple stationary items to construction materials

Q7: Type & variety of supplies and categories (food, cleaning, household goods, students books and stationery, furniture, garments, linen, medications, etc..)?

A7: Please refer to question no. 6. Items such as medications, vehicles and core relief items are not procured by UNHCR Partners but on a very exceptional basis.

Q8: Is there a standard audit procurement questionnaire to follow or are we required to develop our own.

A8: Please refer to point no. 2.2 "Scope of engagement" of the TOR.

Q9: Can non-audit firms be allowed to bid?

A9: Please refer to the TOR point no. 2.3 "Required qualifications" for the participating bidder.

End of Questions