

DATE: 03/10/2022

**REQUEST FOR QUOTATION No: PAKIS/RFQ/22/031  
FOR DISINFECTION, FUMIGATION & PEST CONTROL SERVICES  
TO ESTABLISH LOCAL FRAME AGREEMENT FOR ONE (1) YEAR WITH  
POSSIBILITY OF ONE (1) YEAR EXTENSION  
QUOTATION TO BE RECEIVED ON OR BEFORE: 10/10/2022 by 17:00 hrs PST**

The Office of the United Nations High Commissioner for Refugees (UNHCR), Islamabad requests your price offer for the disinfection, fumigation and pest control services, as per attached terms of reference (TORs), with this Request for Quotation (RFQ), for a period of 1 year with possible extension for another 1 year subject to mutual agreement and satisfactory performance of services.

The following Annexes are integral part of this RFQ:

- Annex A: Technical details and requirements
- Annex B: Bid Data Form
- Annex C: Financial offer form, **to be completed and submitted**
- Annex D: UNHCR's General Conditions of Contracts for the Provision of Services – 2018
- Annex E: Vendor registration form, **to be completed and submitted by vendor who are neither registered with UNHCR nor with UNGM**
- Annex F: United Nations Supplier Code of conduct

1. **Technical requirements:** The proposed services shall be in compliant with the TORs mentioned in Annex A.
2. **Delivery Point:** UNHCR Country Office, Diplomatic Enclave-2, Islamabad
3. **Lead time:** Please clearly mention your lead time (Max 07 days)
4. **Financial Offer:** Please submit your price offer, using financial offer form (Annex C).

UNHCR is exempted GST & other taxes, thus price has to be given without GST & Withholding tax.

The fairly priced, substantially compliant offer will subsequently be recommended for a contract award.

Your quotation must be valid for at least 30 calendar days. The standard payment terms of UNHCR are net 30 days upon satisfactory delivery of services and acceptance thereof by UNHCR.

Please find attached ANNEX-D, the UNHCR's General Conditions of Contracts for the Provision of Services. You must clearly indicate in your quotation if you accept them.

5. **RFQ Submission:** We would appreciate receiving your quotation on or before **10<sup>th</sup> October 2022 by 17:00 hrs** by e-mail in PDF format to [pakisrfq@unhcr.org](mailto:pakisrfq@unhcr.org).

Please indicate in the e-mail subject field:

- PAKIS/RFQ/22/031
- Name of your firm
- Number of e-mails that are sent (example: 1/2, 2/2)

Thank you for your kind attention.

**Prosper Dunia Mumanya**  
Senior Supply Officer, UNHCR-Islamabad

