



**DATE: 28<sup>th</sup> NOVEMBER 2022**

**REQUEST FOR QUOTATION: No. RFQ/SC/2022/067**

**FOR SUPPLY AND INSTALLATION OF PREFABS IN FIA/IMMIGRATION, IN DISTRICT CHAMAN.**

---

**QUOTATION TO BE RECEIVED BY: 06<sup>th</sup> DECEMBER 2022**

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly<sup>1</sup>, requests your price quotation for the following at UNHCR Sub-office Quetta specified in this Request for Quotation (RFQ).

### **1. REQUIREMENTS**

UNHCR Sub-office, Quetta would like to construct prefabricated toilets at Chaman Border in FIA premises. The submission of complete design drawings with complete specifications are provided. The internal partition in drawings may change according to need. The scope of work as below at Chaman Border in Balochistan.

**Scope of work and Quantity:** as per annex B

**Requirement:** Provision and Installation of Prefabricated Toilets at Chaman

---

- 
- **Delivery point:** DAP: Chaman in Balochistan
- **Delivery time (After receipt of order):** 45 days max
- **Completion Time ( Delivery+ Installation) :** 45-60 days

Find attached in **ANNEX B** more information about the Prefabricated Rooms/construction  
Please include following **MANDATORY DOCUMENTS** along with your quotation.

1. Registration of Business (At least three years old, valid registration with Govt of Pakistan, NTN, STRN)
2. Detail of previous service contracts/deliveries (Copies of PO and Contract).
3. Vendor registration form, if not register with UNHCR.
4. Please include the following price information in your quote (without VAT):
  - Currency: PKR
  - Unit Cost: delivered at place (DAP – Incoterms 2010)
  - Cost of all items/goods: in PKR
  - Additional charge, if any (please specify): Installation charges
  - Total Cost for goods (all inclusive)

Please note that UNHCR has tax and duty exemption status.

---

The following annexes form integral part of this request for quotation:

<i>Annex A:</i>	<i>Technical Requirements</i>
<i>Annex B:</i>	<i>Technical specification-BOQ</i>
<i>Annex C:</i>	<i>Price Proposal Form</i>
<i>Annex D:</i>	<i>Vendor Registration Form</i>
<i>Annex E:</i>	<i>UNHCR General Terms and Conditions for Civil works (January 2010 version)</i>
<i>Annex F:</i>	<i>UN code of conduct</i>

## **2. RFQ Submission**

We would appreciate receiving your quotation on or before **6<sup>th</sup> December 2022** i.e. **Tuesday** by **COB**. The quotations must be accompanied with the below mentioned documents.

- Company Profile
- Borchers of offered Item
- Duly filled Vendor Registration Form
- National Tax Registration Certificate
- Sales Tax Registration Certificate
- Duly filled price proposal form (Annex-C)

Your offer/quotation must be sent with all supporting documents to [pakqurfq@unchr.org](mailto:pakqurfq@unchr.org)

***“SC/RFQ/2022/067”***,

**FOR PROVISION AND INSTALLATION OF PREFABS IN FIA/IMMIGRATION, IN  
CHAMAN DISTRICT**

---

**IMPORTANT:** Quotations that are otherwise addressed and/or copied or sent to other addresses or individuals will be marked invalid and not considered for evaluation.

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

Please find attached in ANNEX E, the UNHCR's General Conditions of Contracts for the Provision of Goods and/or Services-2010. You must clearly indicate in your quotation if you accept them.

Thank you for your kind attention.



Supply Chain Unit  
UNHCR Sub Office Quetta

## Annex – A Technical Requirements

Suppliers should fill below table as part of their technical offer:

Other Information pertaining to our ITB are as follows:	<i>Yes, we will comply <u>OR</u> State, as required</i>	<i>No, we cannot comply (state as required)</i>
<b>Delivery lead time:</b> Goods/services must be delivered at Chaman FIA premises at Chaman within 10-15 days of order placed by UNHCR		
<b>Delivery Terms and Location:</b> DAP: UNHCR Sub office at Quetta		
<b>Offer Validity:</b> (minimum 30 Calendar Days from the closing date of the RFQ).		
<b>UNHCR General Conditions of Contracts for provision of Goods – 2018</b>		
<b>Acceptance to offer goods as per the Technical Specification including quality certification as in Annex B</b>		
<b>Acceptance to abide by the Suppliers' Code of Conduct</b>		

**Company Name:** \_\_\_\_\_

**Authorized Person & Title:** \_\_\_\_\_

**Signature & stamp:** \_\_\_\_\_

**Date:** \_\_\_\_\_