



# UNHCR

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

**DATE: 13-APRIL 2023**

**REQUEST FOR QUOTATION: No. RFQ/SC/2023/009**

**FOR THE PROVISION OF ASSISTIVE DEVICES TO UNHCR SUB-OFFICE QUETTA**

**QUOTATION TO BE RECEIVED BY: 24<sup>TH</sup> APRIL 2023 by COB**

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## **INTRODUCTION TO UNHCR**

The Office of the United Nations High Commissioner for Refugees (UNHCR) was established on December 14, 1950, by the United Nations General Assembly. The agency is mandated to lead and coordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It also has the mandate to help stateless people.

In more than five decades, the agency has helped tens of millions of people restart their lives. Today, a staff of some 6,600 people in more than 110 countries continues to help about 34 million persons. To help and protect some of the world's most vulnerable people in so many places and types of environments, UNHCR must purchase goods and services worldwide. For further information on UNHCR, its mandate, and operations, please see <http://www.unhcr.org>.

## **1. REQUIREMENTS**

- **Quantity:** As per the attached list Annex C
- **Requirement:** As per the attached list (Annex – B)
- **Delivery point:** UNHCR Sub office, Chaman Housing Quetta
- **Delivery time (After receipt of order):** 15 days
- **Completion Time:** 15 days

Find attached in **ANNEX B -Specification** - more information about the requirement for the Supply of Assistive Devices to UNHCR sub-office Quetta.

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Your offer shall be prepared in English.

Please submit your offer using the Annexes provided. Offers not conforming to the requested formats may not be taken into consideration. Your offer should be exclusive of all taxes and duties but must have the transportation charges up to its delivery point. A vendor should provide the rates for each BoQ item in Annex C.

- Currency: PKR
- Unit Cost: delivered at place (DAP - Others)
- Cost of all items/goods: in PKR
- Additional charge, if any (please specify): Transportation, Installation, and labor charges
- Total Cost for goods / Services (all inclusive)

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

<i>Annex A:</i>	<i>Technical Requirements</i>
<i>Annex B:</i>	<i>Specification</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 Purchase of Services (January 2010 version)</i>
<i>Annex F:</i>	<i>UN Supplier Code of Conduct</i>

## **2. RFQ Submission**

We would appreciate receiving your quotation on or before **24<sup>TH</sup> APRIL 2023** i.e. **MONDAY** by **23:59 hrs.** The quotations must be accompanied by the below-mentioned documents. Those vendors whose company profiles have already been submitted need not submit them again. However, the vendors should provide the quotation.

**Your offer/quotation must be sent with all supporting documents to [pakqurfq@unhcr.org](mailto:pakqurfq@unhcr.org) in PDF format at [PAKQURFQ@UNHCR.ORG](mailto:PAKQURFQ@UNHCR.ORG)**

### **FOR THE PROVISION OF ANDROID MOBILE PHONES AND POWER ADAPTERS WITH WARRANTY TO UNHCR SUB-OFFICE QUETTA**

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**Closing Date: 24<sup>TH</sup> APRIL 2023**

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 after the closing date of submission. 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 Services-2010. You must 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  
OFFER**

<b>Other information pertaining to our Quotation is as Follows</b>	<b>Yes, we will comply (State, as required)</b>	<b>No, we cannot comply (state as required)</b>
Production/ Delivery lead time: Acceptance to deliver within a maximum of 15 days from the date UNHCR sends an order to the supplier.		
Delivery Location: DAP UNHCR, Airport Road Quetta.		
Offer Validity: (30 Calendar Days minimum)		
Acceptance of UNCHR General Terms and Conditions for goods 2018 attached		
Acceptance to deliver genuine/original items with a warranty as per technical details in Annex B.		

Company Name:

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

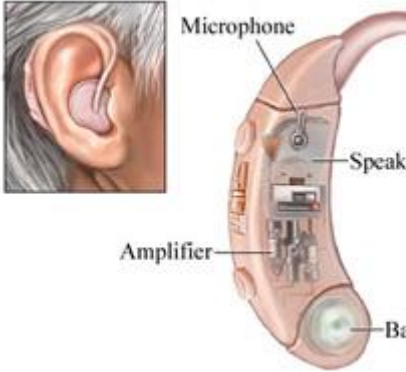


Signature and Stamp: \_\_\_\_\_




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




**ANNEX B:  
DETAIL SPECIFICATIONS / FOR THE SUPPLY OF ASSISTIVE DEVICES**

**NO: SC/RFQ/2023/010**

**PLEASE FIND BELOW THE GENERIC SPECIFICATION OF EACH ITEM:**

S.No.	Description	Picture	Spécifications
1.	Hearing Aid		<p>F-138 is a small BTE hearing aid, it's comfortable for wearing and invisible. * great promotion hearing aid</p> <ul style="list-style-type: none"> <li>*On/off switch</li> <li>*Volume control *Max Sound gain up to 50dB</li> <li>*Battery type: AG13</li> <li>Button Battery or A675(Zinc Air Battery)</li> <li>*Different size noise prevention earplug for you selection *Clear and loud voice</li> </ul>
2.	Tri-Cycle		<ul style="list-style-type: none"> <li>Maximum Weight Load 100 Kg</li> <li>Basket: Yes</li> <li>Wheel size 26 Inch</li> <li>Frame Material Steel/Aluminium</li> <li>Warranty: One Year</li> <li>Speed: Single Speed</li> <li>Dimensions: 10.8 by 31.3 by 53.6 inches</li> <li>Product weight not more than 60 pounds</li> </ul>
3.	Stroller for disabled Children		<ul style="list-style-type: none"> <li>Weight Capacity: 100 Lbs</li> <li>Seat Dimensions : 14"W x10-14" D</li> <li>Back Height : 24"</li> <li>Outside Rear Wheel Width : 22.5"</li> <li>Seat to Floor Height : 19-22"</li> <li>Push Handle Height : 41.5"</li> <li>Folded Dimensions : 45"Lx16.5" H</li> <li>Product Weigth : 34 lb.</li> </ul>

4.	<b>Walker</b>		<p>An aluminium walker with an adjustable height. Its overall depth is 45cm while overall width is 62cm supporting 250 lbs. Pro Basics Aluminium Two-Button Release Folding Walker Without Wheels Adult 300 lb weight capacity Sold 4/cs Folding Walkers should provide maximum strength in a lightweight ...</p>
5.	<b>Crutches</b>		<ul style="list-style-type: none"> <li>• Each crutch weighs 594g / 1lb 5oz</li> <li>• Aluminium cane 18mm diameter – ferrules are 18mm</li> <li>• Approved according to UNE EN ISO 11334-I</li> <li>• Removable arm cuff</li> <li>• Crutch at its shortest measures 2' 11" / 89cm (to back of crutch)</li> <li>• Crutch at its longest measures 4' 2" / 126cm (to back of crutch)</li> <li>• Each crutch separates into 3 parts to fit into a suitcase - the longest part is 78cm</li> <li>• Maximum user weight 150kg / 330lb</li> </ul>
6.	<b>Toilet Wheel Chair-1</b>		<p>Aluminium box frame powder coated silver          Custom made height and angle adjustable seat, upholstered with polyether and neoprene/platilon          Seat width 46 cm          Adjustable and down foldable backrest covered with a water-resistant canvas colour black ( removable )          Swing away aluminium armrests with arm pads upholstered with polyether and neoprene/platilon(removable)          Push/pull brakes with angle lock          24" design aluminium rear wheels with quick-release axles, solid tyres and push rims          2 medium hard rubber 100 mm swivel wheels          One-piece footrest or flip-up footrests          Colour of platilon can be chosen: blue, purple, green, red, grey, marine or black          Maximum weight: 120 kg          Seat height from the floor: 61cm          Length chair including wheels: 87 cm          Radius/turning circle of 100 cm          Chair width including wheels: 68 cm          Weight of complete chair: maximum of 17 kg</p>

<p>7.</p>	<p><b>Toilet Wheel Chair-2</b></p>		<p>Chromed plated steel frame Reclining high back Detachable armrest Detachable elevating leg rest 8" PVC front castor            Wheelchair width: 65 cm            Rear wheel dia: 24"            Front wheel dia: 8"            Seat Height: 54cm            Wheel Chair height: 101-124cm            Wheel chair length: 130cm            Seat depth: 44cm            Back Height: 46cm            Weight Capacity: 100kg            Weight: 26kg</p>												
<p>8.</p>	<p><b>Wheel Chair (Elderly)</b></p>		<p>Economic Light Weight Manual Wheelchair for Elderly, Aluminum wheelchair, Auto-lock united brake, Fixed armrest, Fixed legrest ,Front 8" PVC castor, Folding Width 33cm, Wheelchair length 101cm, Seat Width 45cm, Seat depth 40cm, Rear wheel diameter 24",Rear wheel diameter 24" , Back height 41cm, Front wheel diameter 8" , Weight capacity 150kg, Seat height 48cm, Weight 12.43kg</p>												
<p>9.</p>	<p><b>Wheel Chair (Paediatric)</b></p>		<p>Medical Steel Foldable Pediatric Wheelchair            Powder coated steel frame            Half folding backrest            Flip back armrest            Detachable elevating legrest            6" PVC front castor            22" solid spoke wheel            Seat width 35cm            Wheelchair width:</p> <table border="1" data-bbox="1007 1899 1538 2042"> <tr> <td>Wheel chair width</td> <td>Foldi ng</td> <td>Seat</td> <td>Re ar whee l di</td> <td>Front whee l diameter</td> <td>Seat height</td> </tr> <tr> <td></td> <td>width</td> <td>Width</td> <td></td> <td></td> <td></td> </tr> </table>	Wheel chair width	Foldi ng	Seat	Re ar whee l di	Front whee l diameter	Seat height		width	Width			
Wheel chair width	Foldi ng	Seat	Re ar whee l di	Front whee l diameter	Seat height										
	width	Width													



**Annex C - Price Proposal Form****NO: SC/RFQ/2023/010**

QUANTITY / ANY OTHER DISCOUNTS ON MARKET PRICES (PLEASE SPECIFY):

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The proposed discounts will become an integral part of your bid submission.

**Payment terms:** acceptance of UN payment terms (i.e. 30 days net from receipt of documents)YES NO **Bidder's Name:** \_\_\_\_\_

S.No.	Description	Qty	RATE	TOTAL
1	Hearing Aid	7		
2	Tri-Cycle	4		
3	Stroller for disabled Children	2		
4	Walker	1		
5	Crutches	1		
6	Toilet Chair-1	5		
7	Toilet Chair-2	9		
8	Wheel Chair (Elderly)	31		
9	Wheel Chair (Paediatric)	10		
10	Toilet Chair	5		
<b>Total</b>				

**Note:** Please submit detailed price proposal on having itemized prices for the against the UNHCR requirement as per list given in Annex-B.

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

IN THE CAPACITY OF (TITLE): \_\_\_\_\_