



OPENING DATE: 27/07/2023

**REQUEST FOR QUOTATION No: 2023/SOP/SCU/RFQ/023
FOR THE CONSTRUCTION OF WAITING SHED AND REPAIR WORK AT PCM CENTER
KOHAT-UNHCR PESHAWAR**

CLOSING DATE: 06/08/2023 by 17:00 HRS PST

The Office of the United Nations High Commissioner for Refugees (UNHCR), Sub-Office Peshawar requests qualified suppliers in Pakistan to submit an offer for the Construction & Installations of Prefabricated structure at VRC UNHCR Azakhel as per below details.

The following Annexes are an integral part of this Request for Quotation: -

Annex A : Bid Data Form (to be completed and submitted with the offer)

Annex B : Technical Specification/BOQ

Annex C : Financial Offer Form (BOQ)

Annex D : UNHCR's General Conditions of Contracts for Civil Works

Annex E : Vendor Registration form

Annex F : UNHCR Supplier code of Conduct

1. **Lead time:** Please clearly mention your completion period / duration after receipt of UNHCR Purchase Order.
2. **Incoterms:** The Services are to be delivered at PCM Center Kohat
3. **Financial Offer:** Please submit your price offer in PKR, using financial offer form (**Annex C**) excluding GST.
4. **Site Visit:** Contractor may conduct a site visit for clarification of required work. (Optional). If contractor intends to conduct a site visit, an email notification should be sent to pakpescu@unhcr.org and confirm participation and this is to be done before the bid submission deadline.

UNHCR is exempted from GST and other duties, with this regard, Prices must be given without GST & Withholding tax.

UNHCR reserves the right to award either a full or partial contract (s) for these works to one or more suppliers. The basis of award of contract will be the lowest price & most technically compliant supplier(s) Financial offer that meets UNHCR needs in the best manner.

UNHCR's technical evaluation will be based on Pass/Fail based on the requirements included in the bid data form (Annex A).

Your quotation must be valid throughout the contract duration until satisfactory delivery of services.

The standard payment terms of UNHCR are net 30 days upon satisfactory delivery of services and acceptance thereof by UNHCR.


Please find attached (**ANNEX E**) the UNHCR's General Conditions of Contracts for the for Civil Work. You must clearly indicate in your quotation if you accept them.

- 5. RFQ Submission by email:** We would appreciate receiving your quotation on or before **06/08/2023 by 17:00 HRS PST** by e-mail in PDF format (signed and stamped) to email address. pakperfq@unhcr.org Incomplete submissions may result in disqualification.

Please indicate in the e-mail subject field:

- RFQ NO./2023/SOP/SCU/RFQ/023
- Name of your firm
- Number of e-mails that are sent (example: 1/2, 2/2)

Thank you for your kind attention.

 26th July 2023 -

Fredah Zawedde
Associate Supply Officer
UNHCR Sub-Office, Peshawar
Pakistan