



UNHCR

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

DATE: 12 OCTOBER 2023

REQUEST FOR QUOTATION: No. RFQ/SC/2023/036

**FOR REHABILITATION OF EXISTING CHILD FRIENDLY SPACE AT UNHCR OFFICE
AND VRC BALELI FOR UNHCR SUB-OFFICE IN QUETTA**

QUOTATION TO BE RECEIVED BY: 23 OCTOBER by COB

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

Description: FOR REHABILITATION OF EXISTING CHILD AT UNHCR OFFICE AND VRC QUETTA FOR UNHCR SUB-OFFICE IN QUETTA

Find attached in **ANNEX B -Detail Specifications and Price Proposal** - more information about the requirement for the **"FOR REHABILITATION OF EXISTING CHILD AT UNHCR OFFICE AND VRC QUETTA FOR UNHCR SUB-OFFICE IN QUETTA"**

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 in Annex B.

- 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:

Annex A: *Technical Requirements*
Annex B: *Specifications and Price Proposal Form*

Annex C: Vendor Registration Form
Annex D: UNHCR General Terms and Conditions for Provision of Services
Annex E: UN Supplier Code of Conduct

2. RFQ Submission

We would appreciate receiving your quotation on or before 23 October 2023 i.e. **Monday** by **COB**. 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 in PDF.

**“FOR REHABILITATION OF EXISTING CHILD AT UNHCR OFFICE and VRC BALELI
QUETTA FOR UNHCR SUB-OFFICE IN QUETTA”**

Closing Date: 23rd October 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**

Other information pertaining to our Quotation is as Follows	Yes, we will comply (State, as required)	No, we cannot comply (state as required)
Production/ Delivery lead time: Acceptance to deliver of services within a maximum of 01 month from the date UNHCR sends an order to the supplier.		
Delivery Location: DAP UNHCR Sub Office, 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 (where applicable) as per technical details in Annex B.		

Company Name: _____

Authorized Person & Title: _____

Signature and Stamp: _____

Date: _____

**UNHCR**United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés**ANNEX-B****DETAILED SPECIFICATIONS AND PRICE PROPOSAL FORM
FOR CHILD FRIENDLY SPACE IN UNHCR SUB OFFICE QUETTA****Lot-1**

S. No	Description of Items	Quantity	Unit	Unit Rate	Total Amount
1.00	Civil Works				
	Contractors are advised to visit the proposed sit/facility before providing the quotation. Site visit is Mandatory				
1.01	Carefully remove existing gypsum board suspended ceiling and set aside for re-use, to allow the fixing of the new partitioning /screening wall. Provide and fix gypsum/thermophile 2'x2' with the required fitting of frame from ceiling to 6".	48.0	sft		
1.02	Supply and fix 6" thickness double side PVC sheet 6mm, fixed on both sides of partition wall on timber frame- work; timber size 4" x 2" as vertical frames and vertical /stands & runner spaced at 2.5feet c/c , including the provision of 4"thick polystyrene foam or equivalent between the timber sheet for insulation on wall as per instruction, including covering existing open window section (5ft x 4ft)	170.0	sft		
1.03	Supply and fix clear polycarbonate sheet/ glass 6mm fixed on wall timber frame- work; as windows for lighting	18.0	sft		
1.04	Carefully cut existing partition wall 12" (300mm) thick, brickwork in lime or cement mortar to create new arch opening size 6ft x 8ft high, making good the damages to walls. The Contractor is to allow for all temporary protection required during the works including ordinary and special dust screens.	48.0	sft		
1.05	Carefully cut existing 12" (300mm) thick wall, brickwork in lime or cement mortar to create 3 no. opening for new windows, each size 2ft x 4.5ft high, making good the damages to walls. (windows measured separately). The Contractor is to allow for all temporary protection required during the works including ordinary and special dust screens.	27.0	sft		
1.06	Carefully remove existing metal door size 3.6ft x 7ft, and prepare surface to receive new door size 3.6ft x 6.7ft , making good the damages to walls. (Door measured separately).	1.0	item		
1.07	Carefully remove existing metal framing on opening size 3.6ft x 7ft, and prepare surface to receive new door size 3.6ft x 7ft , making good the damages to walls. (Door measured separately).	1.0	item		
1.08	Provide cement sand plaster 13mm thick on disturbed surfaces, including making edges, corners and curing. The mix ratio is 1:3 cement sand.	220.0	sft		
2.00	Aluminon Doors and Windows				

2.01	Supply, assemble and fix Single leaf aluminium doors overall size 3.6ft x 7ft, comprising 80 x 40mm powder coated rectangular hollow section stiles, panel filled in with clear polycarbonate infill (plastic glass), in and including ironmongery. Aluminium frame 1.6 mm brown colour (Deluxe model - 1.6mm) of anodized champagne or approved colour of Prime, Chawala, Pakistan Cable or any approved section as approved by Engineer incharge including aluminium fittings, cutting holes and making good the damages to walls.	2.0	No		
2.02	Supply, assemble and fix Single leaf aluminium doors overall size 3ft x 7ft, comprising 80 x 40mm powder coated rectangular hollow section stiles, panel filled in with clear polycarbonate infill (plastic glass),in and including ironmongery. Aluminium frame 1.6 mm brown colour, (Deluxe model - 1.6mm) of anodized champagne or approved colour of Prime, Chawala, Pakistan Cable or any approved section as approved by Engineer incharge including aluminium fittings, cutting holes and making good the damages to walls.	1.0	No		
2.03	Provide and fix 2" thick pressed veneered Commercial wood 3 ply half door 3.6 ft wide x 4ft high, complete with frame C/C shutters fully flushed with First class wood veneering on all faces and sides fixed over partial wood cavities core and framework of not less than 4" (100mm) wide strips all round with approved iron hinges and locks and including the cost of brass hinges and approved locks	1.0	No.		
2.04	Provide and fix 6mm thick clear glass 1.6ft x 4ft in aluminium frame 1.6 mm brown colour fixed windows, (Deluxe model - 1.6mm) of anodized champagne or approved colour of Prime, Chawala, Pakistan Cable or any approved section as approved by Engineer in charge including aluminium fittings, cutting holes and making good the damages to walls.	3.0	No.		
2.05	Provide and fix window iron grill of required section of square solid bars 3/8" of approved design and section, at minimum spacing of 4" and designed approved by in charge	27.0	Sft		
2.06	Providing and fixing wall curtain/blind Zebra Blinds with approve design and colour including cost of wall frame and installation on all windows as per instruction.	39.0	sft		
3.00	Finishes				
3.01	Distemping with Berger, ICI or equivalent synthetic polyvinyl emulsion finish of approved shade in two or more coats over and including the cost of priming coat including preparation of surface viz. dusting, sand papering or rubbing with pumice stone, filling cracks or holes, if any, removing blisters or other imperfections at any height and any floor. (@ at least 2.20 Litre per 10 Sq.)	220.0	sft		
3.02	Removing old/damaged wall Panelling, provide and fixing PVC irani -wall panelling double ply fixed with proper care with screw /Nails as per instruction.	650.0	sft		
3.03	Supply and installation of 43mm Sprung PRO Rubber Antishock/antifire, flooring tile collars and design to be approved before installation.	255.0	Sft		
3.04	Fabricate, Supply, and fix open shelf /Almera overall length 10ft x 6ft high x 18" (inch) depth with 12mm veneered/Lasanai timber, with 3 shelves / partitions.	1.0	No		

3.05	Installing 25-watt Philips light with complete wiring from near connection (5 meter) including the cost of 4 gang switch board and pipe and wire 3/29 pak cable as per instruction.	2.0	No		
GRAND TOTAL FOR SUB OFFICE QUETTA					

Payment terms: acceptance of UN payment terms (i.e., **30 days net from receipt of documents**)

YES NO

Name of the Bidder: _____

Company Name: _____

Phone / Cell Number: _____

Company Address: _____

Authorised Signature: _____

Company Stamp:

Date:

ANNEX-B

DETAILED SPECIFICATIONS AND PRICE PROPOSAL FORM FOR CHILD FRIENDLY SPACE IN VRC BALELI

Lot-2

S.No	Description of Items	Quantity	Unit	Rate (Rs)	Amount (Rs)
1.00	Supply and fix a 6" thickness double side PVC sheet fixed on both sides of the timber frames allowing electric work fitting including the provision of 4"thick polystyrene foam or equivalent between the timber sheet for insulation on both roof and walls as per instruction below and quantity estimation based on square feet for single and double panel sheets				
a	Supply and fix timber size 4" x 2" as vertical frames and vertical /stands & runner spaced at 2.5feet c/c (175 running feet)				
b	Supply and fix timber size 4" x 2" as vertical frames and horizontal /stands spaced at 2.5 feet c/c for roof frame 260 Running feet				
c	Double sheet PVC sheet 6"thick from both sides of walls including 4"thick polystyrene foam and roof on CFS,BF & MORR office)	238	Sft		
d	Single sheet PVC 6" on brick side wall including 4"thick polystyrene foam	437	Sft		
	Providing and fixing perforated metal ceiling with 2'x2' with the required fitting of frame from ceiling to 6" and including 4"thick polystyrene foam as per instruction of engineer .	323	sft		
1.01	6mm thick clear glass 6' x 4'in aluminium frame 1.6 mm brown color sliding windows	72	Sft		
1.02	Providing and fixing 3" thick pressed veneered Commercial wood 3 ply door 4 feet wide C/C shutters fully flushed with First class wood veneering on all faces and sides fixed over partial wood cavited core and framework of not less than 4" (100mm) wide strips all round with approved iron hinges and locks and including the cost of brass hinges and approved locks	2	Nos		
1.03	Light circuit concealed/open wiring with length upto 75 ft. (25m) from distribution board to point/switch with 3x2.5 Sq.mm PVC insulated single core copper conductor Pakistan Cables, Pioneer, Newage or approved equivalent cables for offices/multi storeyed buildings.	8	P/P oint		
1.04	Wiring of 5 Amps. socket outlet with 4 sq.mm PVC insulated single core copper conductor cable including 3/4" (20mm) dia. PVC conduit, 8.7sq.mm (10SWG) copper wire as earth continuity conductor and wiring accessories such as bends, elbows, junction boxes etc	2	P/P oint		
1.05	Supply and installing 8 Gang with switches board fan regulator and socket with high quality Plastic as approved .	2	No		
1.06	Supply and install combined 2/3 pin 5 Amps, 250 Volt switch socket unit including plastic box to be fixed recessed in wall. supply and installation of 3 pin 15 Amp switch socket unit	2	No		
1.07	Supply and install Energy Saver electric bulbs 25W Philips energy saver with holder in ceiling fixed during slab concreting as per approved	8	Eac h		
1.08	Supply and install Pak bracket fan fixed on walls 36inch including all wiring complete in all respect	3	No		

1.09	Supply and install Electric heaters fixed /hanging with roof. The cost includes wire requirements of 7/29 and main switch	3	No		
1.10	Supply and installation of approve quality carpet 25mm thick including the cost of 16mm thick foam	323	sft		
1.11	Supply and installation of 43mm Sprung PRO Rubber Antishock Flooring Tile with different color for child friendly space	72	Sft		
1.12	Supply and installation of 43mm Sprung PRO Rubber Antishock Flooring Tile with different color for for external use	100	Sft		
1.12	Supply, Fabricate and fix rectangular table 4 x 2 feet size within veneered timber with 6 chairs 1'-3"x 1'-6" for children aged 3-5 years in the approved color	1	No		
1.13	Supply, Fabricate and fix circular/round table 4 feet dia size within veneered timber with 6 chairs 1'-3"x 1'-6" for children aged 5-8 years	1	No		
1.13	Supply, Fabricate and fix small-size bed high-quality PVC plastic /wooden bed including the foam 3-inch, blanket and pillow as per approved color and samples	1	No		
1.13	Purchase and delivery of child wall ladder/climber wooden with proper handle grips (4 feet high and 3 feet wide fixed on wall as per approved design, color	1	No		
1.14	Purchase and delivery of wooden side rag 30 "L , 12"w ,30 " H in three sub-portions and side as per instruction	1	No		
1.14	Removing already installed children slides and seesaw hours and refixing in concrete foundation (1:2:4 size 2'x2'x2' properly adjusting with above item of of antishock flooring as per instruction	1	Job		
GRAND TOTAL FOR VRC BALELI					

Payment terms: acceptance of UN payment terms (i.e., **30 days net from receipt of documents**)

YES NO

Name of the Bidder: _____

Company Name: _____

Phone / Cell Number: _____

Company Address: _____

Authorised Signature: _____

Company Stamp:

Date: