



UNHCR

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

DATE: 17TH APRIL 2024
REQUEST FOR QUOTATION: No. RFQ/SC/2024/010
FOR THE PROVISION OF IMPROVEMENT SERVICES FOR MUD STRUCTURES IN REFUGEE VILLAGES SCHOOLS AT SARANAN AND SURKHAB, DISTRICT PISHIN

QUOTATION TO BE RECEIVED BY: 22ND APRIL 2024

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly¹, 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 invite firms for the **“FOR THE PROVISION OF IMPROVEMENT SERVICES FOR MUD STRUCTURES IN REFUGEE VILLAGES SCHOOLS AT SARANAN AND SURKHAB, DISTRICT PISHIN”**

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Scope of work and Quantity: as per annex B

Requirement: As per BOQ

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- **Delivery point:** REFUGEE CAMP IN SARANAN AND SURKHAB, PISHIN DISTRICT
 - **Service Delivery time (After receipt of order): 1 MONTH (Max)**
 - **Completion Time: 30 Days**

Find attached in **ANNEX B** more information about the scope of work, quantities and detailed specifications.

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 registered with UNHCR.
4. Please include the following price information in your quote (without VAT):
 - Currency: PKR
 - Unit Cost: delivered at place (DAP – Incoterms 2020)
 - Cost of all items/goods/Services: in PKR
 - Additional charge, if any (please specify):
 - Total Cost for goods/Services (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 Requirement</i>
<i>Annex B:</i>	<i>BOQ & Price Proposal Form</i>
<i>Annex C:</i>	<i>Vendor Registration Form</i>
<i>Annex D:</i>	<i>UNHCR General Terms and Conditions for Civil works</i>
<i>Annex E:</i>	<i>Supplier code of Conduct</i>

2. RFQ Submission

We would appreciate receiving your quotation on or before **23RD APRIL 2024** i.e. **TUESDAY** by **COB**. The quotations must be accompanied with the below mentioned documents.

- Company Profile
- Duly filled Vendor Registration Form
- National Tax Registration Certificate
- PEC Registration/ **C-6**
- Duly filled price proposal form (Annex-C)
- Signed and Stamp General Terms and Condition
- Signed and Stamp Supplier code of Conduct

Your offer/quotation must be sent with all supporting documents to pakqurfq@unchr.org in PDF format.

"SC/RFQ/2024/010, "FOR THE PROVISION OF IMPROVEMENT SERVICES FOR MUD STRUCTURES IN REFUGEE VILLAGES SCHOOLS AT SARANAN AND SURKHAB, DISTRICT,PISHIN”

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
SUPPLIER SHOULD FILL BELOW TABLE AS PART OF THEIR OFFER**

Other information pertaining to our Quotation are as Follow	Yes, we will comply (State, as required)	No, we cannot comply (state as required)
Production/ Delivery lead time: Acceptance to deliver within a maximum 30 days from the date UNHCR sends an order to the supplier.		
Delivery Location: SARANAN & SURKHAB, DISTRICT PISHIN		
Offer Validity: (30 Calendar Days minimum)		
Acceptance of UNCHR UNHCR General Terms and Conditions for Civil works		
NTN, PEC Registration		

Company Name:

Authorized Person & Title:

Signature and Stamp:

Date:
