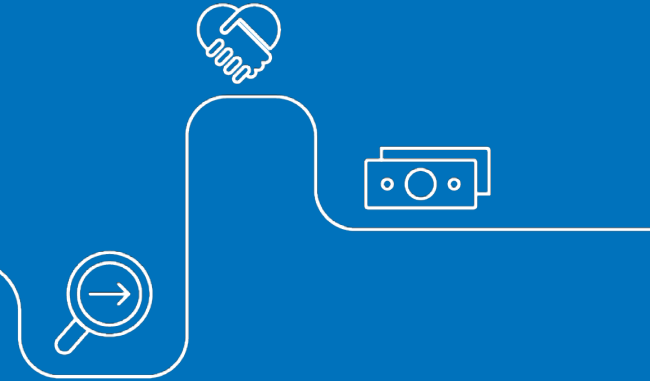


Procurement in **UNHCR**



UNHCR's Mandate



© UNHCR/Andrew McConnell

Responding with life-saving support

safeguard the rights and well-being of people who have been forced to flee

Safeguarding fundamental human rights

ensure that everybody has the right to seek asylum and find safe refuge in another country

Building better futures

secure lasting solutions

Who we help

For over 70 years, UNHCR has helped millions of people to restart their lives.

They include refugees, returnees, stateless people, the internally displaced and asylum-seekers.

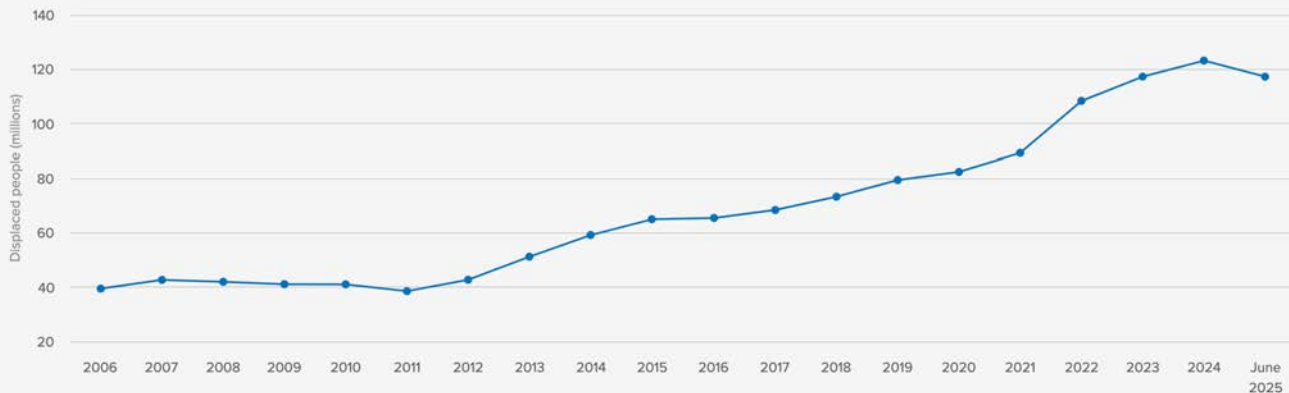


© UNHCR/Andrew McConnell

Statistics on Forced Displacement

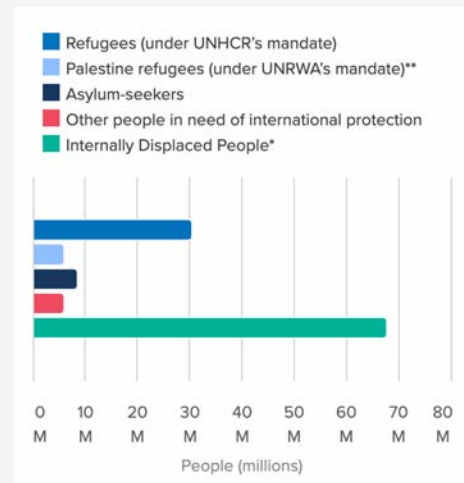
Global forced displacement trend over the last 20 years

At the end of June 2025, 117.3 million people worldwide were forcibly displaced as a result of persecution, conflict, violence, human rights violations or events seriously disturbing public order.



Source: [Mid-Year Trends 2025](#), 4 November 2025.

This total represents an enormous number of people needing protection worldwide.



Source: [UNHCR Mid-Year Trends 2025](#), 4 November 2025.

* Source: [Internal Displacement Monitoring Centre](#)[Link is external](#)

** UNRWA data is from the end of 2024.

The Role of Supply

Supply is an integral part of UNHCR's Operations, Protection and Solutions.

We aim to deliver **quality goods and services** better and faster across UNHCR and to people forced to flee, by making our supply chain **simple, swift** and **sustainable**.



©UNHCR/Colin Delfosse

UNHCR VISION

for Supply Chain Management

A **SIMPLE, SWIFT**
& **SUSTAINABLE**
service across
UNHCR
and to people
forced to flee



SIMPLE

- for our colleagues

**Streamlined processes,
better collaboration**



SWIFT

- for people we work for

**Enhanced response,
high delivery capacity**



SUSTAINABLE

- for our planet

**Reduced environmental
footprint
Positive economic
and social impact**

Supply Structure



7 GLOBAL STOCKPILES

6 Regional Bureaux

Procurement in UNHCR



To protect some of the world's most vulnerable people in so many different places and types of environment, **UNHCR must purchase goods and services worldwide.**

This might range from buying fleets of heavy duty vehicles needed in the most inaccessible parts of the African continent to purchasing needles and thread for a self-help project in Pakistan.

Procurement Principles

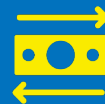
In line with the UN Financial Regulations and Rules, UNHCR's procurement system is based on the following principles:



Fairness, Integrity
and Transparency
(FIT)



Effective
International
Competition



Best Value
for Money



Best Interest
of UNHCR

The UN Supplier Code of Conduct

It sets forth [what is expected of all suppliers](#) with whom UNHCR does business.

Furthermore, Vendors are expected to demonstrate a commitment to the [Ten Principles](#) set out in the UN Global Compact that underlies the UNSCC.



©UNHCR/Colin Delfosse

Tendering process

There are different types of solicitation documents issued by the UNHCR to fulfill a procurement requirement. Each type varies in the nature of the requirement, complexity, and the estimated monetary value:

Request for Quotation (RFQ)

An informal invitation to submit a quotation for requirements of relatively low monetary value. Prices and other commercial terms and conditions are requested, and an award is usually made to the lowest priced technically compliant offer.

Simplified Request for Proposal (Simplified RFP)

A formal request to submit a proposal for requirements of relatively low monetary value but used for purchases of complex requirements. Price is only one of several factors comprising the evaluation criteria and an award recommendation is based on the most responsive proposal.

Request for Proposal (RFP)

A formal request to submit a proposal against requirements that higher monetary value but may not be fully definable at the time of solicitation. The innovation and specific expertise of the proposer is sought to better meet the procurement requirement. Price is only one of several factors comprising the evaluation criteria. The different evaluation criteria are stipulated in the RFP and an award recommendation is based on the most responsive proposal.

Invitation to Bid (ITB)

A formal invitation to submit a bid usually associated with the requirements that are clearly or concisely defined, with low complexity, and have a monetary value above the RFQ threshold. Award recommendations are based on the lowest priced technically compliant offer.

Tendering process

Request for Quotation (RFQ)	Simplified Request for Proposal (Simplified RFP)	Invitation to Bid (ITB)	Request for Proposal (RFP)
<ul style="list-style-type: none"> Minimum solicitation period from date of launch: no less than 1 calendar week* Direct Invitation of potential suppliers Value < USD 100,000 in field Value < USD 250,000 at Regional office and HQ Informal procedure Minimum of 3 offers Basis of award: Lowest priced, technically acceptable offer' based on a pass/fail evaluation methodology. 	<ul style="list-style-type: none"> Minimum solicitation period from date of launch: no less than 2 calendar weeks* Direct Invitation of potential suppliers Value < USD 100,000 in field Value < USD 250,000 at Regional office and HQ Formal procedure Basis of award: Weighted scores to determine most responsive proposal taking account of both technical and financial aspects. The award recommendation is based on cumulative analysis/scoring evaluation methodology. 	<ul style="list-style-type: none"> Minimum solicitation period from date of launch: no less than 3 calendar weeks at regional/HQ level and no less than 2 weeks for country level ITBs* Open competition (Publication by advertising, and/or direct invites) Value > USD 100,000 in field Value > USD 250,000 at Regional office and HQ Formal procedure Simpler requirements which can be assessed on a pass or fail criteria basis and which can be clearly stated Basis of award: Lowest priced, technically acceptable offer' based on a pass/fail evaluation methodology. 	<ul style="list-style-type: none"> Minimum solicitation period from date of launch: no less than 4 calendar weeks at regional/HQ level and no less than 3 weeks for country level RFPs* Open competition (Publication by advertising and/or direct invites) Value > USD 100,000 in field Value > USD 250,000 at Regional office and HQ Formal procedure More complex requirements where ideas and input are sought from the proposer Basis of award: Weighted scores to determine most responsive proposal taking account of both technical and financial aspects. The award recommendation is based on cumulative analysis/scoring evaluation methodology.

**Period may differ during declared emergencies*



© UNHCR/Will Swanson

Procurement conditions



Building on the philosophy and achievements of the UN Global Compact, UNHCR envisions a world in which the private sector plays a constructive role in **finding durable solutions** for people forced to flee their homes.



To achieve this, we proactively engage with corporations and foundations eager to help drive change and find innovative solutions to refugee issues. UNHCR also endeavours to undertake **environmentally responsible** sourcing of goods and services.

Procurement conditions



UNHCR does not purchase from companies engaged in the sale or manufacture, either directly or indirectly, of antipersonnel mines or any components produced primarily for the operation thereof. UNHCR does not purchase from companies engaged in any practice inconsistent with the rights set forth in Convention on the Rights of the Child.



Any unethical practice, including sexual exploitation and abuse, is antithetical to the policies and principles of UNHCR. Particular reference is made to the UN Supplier Code of Conduct (UNSCC) which is mandatory for all UNHCR vendors.



© UNHCR/Kamrul Hasan

Frame Agreements



© UNHCR/Diego Ibarra Sánchez

The Role of Frame Agreements:

- Agreed terms and conditions for a fixed period, particularly with regard to items, price, quality, quantity and delivery
- Frame Agreement holders are mostly selected through open tenders
- Most frequently required goods and services are purchased by UNHCR using FAs
- Examples: core relief items* (CRIs), freight forwarding services, IT equipment, light vehicles, inspection services, medical supplies

Advantages for UNHCR:

- Shorter lead time
- Flexibility (quantities)
- Better quality control / supply security
- Not exclusive to single supplier (however: procurement principles apply)
- Binds suppliers to ex-stock deliveries and agreed quantities
- Competitive prices

Core Relief Items: such as tents, kitchen sets, plastic tarpaulins, blankets and solar lanterns

Sustainability provisions

To provide international protection and humanitarian assistance to people forced to flee, UNHCR purchases, stores, transports, and distributes a wide range of goods through international and local markets. However, this can have a detrimental impact on the environment.

-30% by
2030

In response, and aligned with the overview of the [Strategic Plan for Climate Action 2024-2030](#), we will improve our environmental sustainability through a series of initiatives to reduce our climate impact from the procurement, delivery, and usage of goods by 30% by 2030:

- Update the specifications of the highest CO2-emitting items
- Implement cleaner waste management and circular solutions
- Advance proximity, socially responsible sourcing and sustainable lifecycle management solutions
- Prioritize products with higher local economic value

Find out more:

- [Sustainable supply initiatives \(webpage\)](#)
- [Supply Strategy 2024-2030](#)
- [Operational Strategy for Climate Resilience and Environmental Sustainability 2022-2025 \(pdf\)](#)
- [Progress report 2024](#)
- [Proximity sourcing](#)

Goods & services we procure

Goods

Agricultural tools
Blankets
Buckets
Clothing
Computers
Drugs and medical supplies
Fuel
Generators, pumps
Hygiene parcel
IT and Telecom equipment
Jerry cans
Kitchen sets, stoves
Mattresses
Mosquito nets
Office equipment
Plastic tarpaulins, rolls
Prefabricated houses
Sanitary materials
Sleeping mats
Solar lamp
Tents
Vehicles, trucks

Services

Audit service
Cash Based Intervention related financial services
Cleaning
Construction
Corporate Consultancy
Education / Training
Engineering services
Evaluation
Health administration service
Inspection
Insurance
IT, Telecom
Lease or rental of property/building
Mailing services
Medical services, Evacuation
Meeting facilities
Printing
Road maintenance service
Security
SAT Communication service
Training/workshops
Translation / Interpretation
Transportation
(Cargo /Passenger)



How to become a supplier to UNHCR



© UNHCR/Ola Anan

How to participate in the selection process?

The UN Supplier Code of Conduct (UNSCC) sets forth what is expected of all suppliers with whom UNHCR does business. Furthermore, Vendors are expected to demonstrate a commitment to the Ten Principles set out in the UN Global Compact that underlies the UNSCC.



Register at www.ungm.org to learn about all the opportunities to be a supplier to UNHCR. You can subscribe to the Tender Alert Service to make sure you are notified of all opportunities.



If you are interested in being a supplier for **UNHCR** please visit the unhcr.org [How to Become a Supplier](#) portal for more information and registration guidelines.



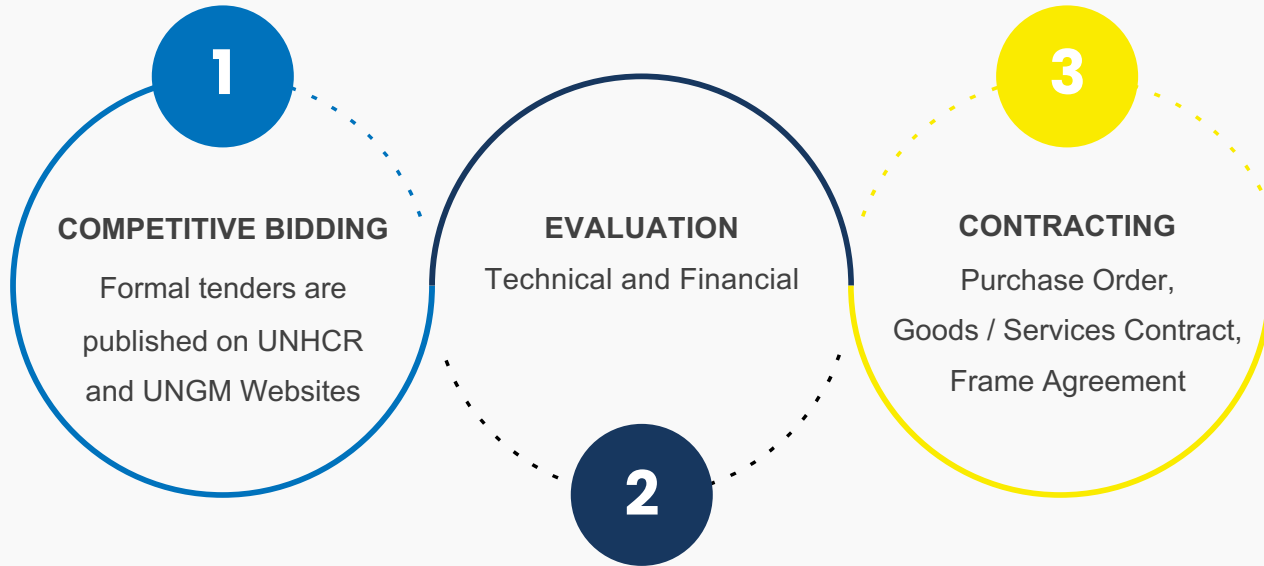
If you are interested in being a supplier for a **specific country or region**, you are recommended **to contact the local UNHCR operation** for registration, as they might use different channels to advertise their tenders.



In all cases, **creating a profile in the [UNHCR supplier portal](#)** and providing supporting documents* is mandatory.

**Certificate of registration, Bank statement or letter of confirmation from the bank demonstrating ownership of bank account declared (including Account number, IBAN, SWIFT code).*

Selection Process





Thank you for your
interest in becoming
a supplier to **UNHCR**

Visit our website:

unhcr.org/supply

© UNHCR/Hallouli Mohamed Aneur