



# UNHCR

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

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**DATE: 13 May 2022**

**REQUEST FOR QUOTATION: No. UKRKI /RFQ /2022-118**

**FOR THE REHABILITATION AND CONSTRUCTION SERVICES**

**QUOTATION TO BE RECEIVED BY: 20 May 2022, 15:00 Kyiv, Ukraine time**

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The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly<sup>1</sup>, requests your price quotation for the following services specified in this Request for Quotation (RFQ).

## **1. REQUIREMENTS**

Description: **REHABILITATION AND CONSTRUCTION SERVICES**

Please see Annex A (TOR) for more information about the required services.

Please use Annex A1 (Financial Offer Form) for provision of your quotation. Financial Offer Form should be duly signed and provided following **Clause 2. RFQ Submission** below.

Please note that UNHCR has tax and duty exemption status, therefore please provide your quotation without VAT.

To be considered qualified for financial evaluation, your company should:

1. Provide duly signed Vendor Registration Form (Annex D)
2. Be the good standing Company (dully registered and operational)
3. Have an ability of non-cash transaction
4. Have all licenses and permissions needed to conduct construction works
5. Have an ability to start and complete the works at their own expenses
6. Have an ability to conduct qualified construction works in location and in the capacity specified in BoQ (**Annex A2.0 / Annex 2.1**) provided by UNHCR
7. Be able to complete the construction works in 30 days
8. Provide a warranty period of 12 months
9. Provide UNHCR with technical reports upon the completion

Clarifications can be requested via email to [ukrkipro@unhcr.org](mailto:ukrkipro@unhcr.org). The deadline for receipt of requests for clarifications is 48 hours before the closing time for submission of quotations.

## **2. RFQ Submission**

We would appreciate receiving your quotation on or before **20 May 2022, 15:00 Kyiv, Ukraine time by email in PDF format to [ukr-rfq-offers@unhcr.org](mailto:ukr-rfq-offers@unhcr.org)**

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<sup>1</sup> For further information on UNHCR, please see <http://www.unhcr.org>

Please be aware of the fact that the e-mail policy employed by UNHCR limits the size of attachments to a maximum of 8 Mb so it may be necessary to send more than one e-mail for the whole submission.

Please indicate in the e-mail subject field:

- RFQ /2022-118
- Name of your firm
- Number of e-mails that are sent (example: 1/2, 2/2)
- *Example: RFQ /2022-118, Company A, email 1 of 2*

Your quotation must be valid for at least 30 days. The standard payment terms of UNHCR is net 30 days upon satisfactory delivery of goods or services and acceptance thereof by UNHCR.

Please find attached Annex B (UNHCR's General Conditions of Contracts for the Provision of Services) and Annex C (UN Supplier Code of Conduct). Submission of your quotation constitutes acceptance of UNHCR's General Conditions of Contracts for the Provision of Services and UN Supplier Code of Conduct.

Thank you for your kind attention.

Salumeza Cosmas kanoti  
Supply Officer  
UNHCR Ukraine

Annex A – TOR (Terms of Reference).

Annex A1 – Financial Offer Form.

Annex A2.0 – BoQ (Billing of Quantity) in English language.

Annex A2.1 – BoQ (Bill of Quantity) in Ukrainian language.

Annex A3 – Engineering drawings.

Annex B – General Conditions of Contract for Provision of Services.

Annex C – UN Supplier Code of Conduct.

Annex D – Vendor Registration Form.

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