

## UKRKI/RFQ/2022-128

### ANNEX A – TERMS OF REFERENCE (TOR)

#### **Background:**

UNHCR will be receiving a donation of 47 prefabs; in order to quickly ensure its installation, UNHCR needs to procure both construction materials and items to retrofit them and ensure they will be ready for use. These prefabs are intended to cover needs of affected population in hardly hit oblasts which witnessed destruction of houses.

#### **Tasks:**

To supply UNHCR with materials needed for installation of prefabs in designated plots. To supply UNHCR with items needed for retrofitting of prefabs and ensure its readiness to receive beneficiaries.

#### **Timeframe:**

The timeframe for the supply of intended materials is as follows:

- Lot 1: 8 days upon acknowledgement of the order from UNHCR
- Lot 2: 14 days upon acknowledgement of the order from UNHCR

#### **Unit of measure:**

The quotation should be provided on all-inclusive basis as the whole budget needs to include all procurement under the Financial Offer provided by UNHCR including ancillary expenses (administration, transportation, delivery of materials, etc.). Please note that UNHCR has tax and duty exemption status, therefore please provide your quotation without VAT.

#### **UNHCR's role:**

UNHCR will be monitoring, certifying, approving, controlling the quality of all goods received.

#### **Technical Requirements**

Bidders are requested to ensure all items respect the specifications clearly defined in the financial offer. Furthermore, bidders are to ensure their ability to respect the above-mentioned timeframe.