



UNHCR

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

ANNEX B: TECHNICAL OFFER FORM

Annex B - Technical Offer to INVITATION TO BID: UKRKI/ITB/2022-10 for the establishment of Frame Agreements for the supply of household appliances and furniture.

Item	Criteria		Submitted	Comments	
1	Company Profile / Mandatory eligibility criteria (Pass/Fail)	Company registration certificate	YES/NO		
		Duly completed, signed, stamped, and dated vendor registration form (Annex E) unless you are already registered with UNHCR in which case you must state your vendor ID number with UNHCR.	YES/NO		
		Proof of fulfillment of similar past contracts, i.e. supply of similar items. Contracts (with contact details) or duly signed reference letters showing the nature, timing and scope of implemented contracts required.	YES/NO		
		Submit a written confirmation of acceptance of UNHCR general terms and conditions including payment which is within 30 days from the date of receipt of invoices following satisfactory delivery of goods/services.	YES/NO		
		Please declare your best delivery lead time from the PO date. Selected supplier(s) will be required to deliver up to 20% of the estimated quantity within 3 weeks from the PO date. Please confirm if you can deliver 20% of the estimated quantity within 3 weeks from the PO date.	YES/NO		
		Acceptance of UN exchange rates for conversion & payment as of PO issue date	YES/NO		
		At least twelve (12) months warranty period is offered	YES/NO		
2	Product Specifications	Product specifications	Company must show specifications in line with requirements from Annex B	YES/NO	
		Packaging for each item	Not required	YES/NO	
		Marking	Cargo must include UNHCR logo, supplier name, PO number, packing list.	YES/NO	
3	Delivery capacity	Delivery term	DAP Kyiv WH	YES/NO	

Date:

Company name:	
Signatory name:	
Signature:	
Contact phone number:	
Contact email address:	

Stamp: