

## UKR/RFQ/2022-136

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

#### **Background:**

UNHCR will be receiving a donation of 95 prefabs; to quickly ensure its installation, UNHCR needs to procure both doors 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 needed doors for assembly/installation of prefabs in designated plots for retrofitting of prefabs and ensure its readiness to receive beneficiaries.

#### **Timeframe:**

The estimated timeframe for the supply of intended doors is 15 days from signature of contract pending to evaluate the timeframe provided by different bidders.

#### **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, and quality of all goods received.

#### **Technical Requirements**

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