

DATE: 19/02/2024

REQUEST FOR INFORMATION: No. RFI/2024/001

FOR VEHICLE RENTAL SERVICES IN UKRAINE

CLOSING DATE: 29/02/2024 – 17:00hrs Kyiv Time

1. REQUIREMENTS

In order to support its operations in Ukraine, UNHCR is considering procuring long-term vehicle rental services.

This announcement is a Request for Information (RFI), not a solicitation for offers, and accordingly, no contract will be awarded from this announcement. No reimbursement will be made for any cost associated with providing information in response to this announcement or any follow-up information requests. There is no solicitation available at this time. Industry responses, as a result of this announcement, shall focus on confirming the ability, the capacity, willingness, and eligibility to provide long-term vehicle services, as well as tentative prices. Information provided in the RFI may be used by UNHCR in acquisition documents.

UNHCR appreciates your assistance with this market research and emphasizes that this effort is for planning purposes only. Responses will not be treated as proposals but may be used to create any subsequent Request for Proposal (RFP). Respondents should clearly mark any proprietary information submitted in response to this RFI.

2. INFORMATION TO BE SUBMITTED

1. You are kindly requested to inform us if your company is willing, able, has the sufficient capacity and eligible to provide long-term vehicle rental services as per **Annex A** - Requirements of this RFI, as per the geographical breakdown.
2. Furthermore, you are kindly requested to provide your company's tentative rates for each of the vehicle/rental type you are offering as per **Annex A**. Interested companies can submit their response for North and/or West and/or South and/or East of Ukraine.

3. RFI CLARIFICATION

Should you require further clarification on the RFI, kindly contact the UNHCR CO Kyiv Unit at ukrkipro@unhcr.org.

4. SUBMISSION DETAILS

The requested information to be sent to the following email address: ukrkipro@unhcr.org with the subject line of the message clearly labels RFI/2024/001.

This RFI does not entail any commitment on the part of UNHCR, either financial or otherwise.

Signature 
Kristof Horvath
Supply Officer
Supply Unit
UNHCR CO Kyiv, Ukraine