

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

DATE: 10/04/2022

REQUEST FOR QUOTATION No: 22/UNHCR/SDNELF/SUP/RFQ/013

Provision of 5 KVA Generator to UNHCR El Fasher**QUOTATION TO BE RECEIVED ON OR BEFORE: 15/04/2022 by 23:59 Sudan Time**

The Office of the United Nations High Commissioner for Refugees (UNHCR), Sudan requests your price offer for the Service specified in **Annex B** to this Request for Quotation (RFQ).

The following annexes are integral part of this RFQ:

- Annex A: UNHCR's General Conditions of Contracts for the Provision of Goods and services - 2018.
- Annex B: Financial offer form (**to be completed and submitted**)

1. Technical Requirements:

- The Goods & Service you are offering must be as per specification. Find below the item description of cartridges, detailed technical Specification and quantities to be ordered

Description	Minimum Specifications	Quantity
Portable Diesel Generator	Air Cooled Diesel Generator : Capacity: 5 KVA: 5 KW Rated AC Output: 5000W Fuel tank capacity: 4 Gallons. Model: KD186FA or Equivalent Operation System : Switch	01

2. Delivery Point: DAP El Fasher**3. Delivery lead time: Maximum 10 Days.**

- 4. Financial Offer:** Please submit your price offer, using the financial form (**Annex B**). Your offer must be in **SDG or USD**. Your prices must be inclusive of costs like production, labour, overhead, exchange rates and other risks, transportation up to El Fasher etc. UNHCR shall not accept any requests for additional payments after reception of your offer. **Please Ensure that your financial offer does not have cancelations or corrective fluid on it. Any offer with corrective fluid shall be disqualified.**

UNHCR is Tax exempted, in this regard, price has to be given without VAT

- 5. Award Criteria:** The lowest priced, substantially compliant offer will be recommended for a contract award.

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

Please find attached ANNEX-A the UNHCR's General Conditions of Contracts for Good & services 2018. You must clearly indicate in your quotation if you accept them.

6. **RFQ Submission:** We would appreciate receiving your quotation on or before 15 April 2022 at 23:59 Sudan Time by one of the following ways:

6.1. By e-mail in an attached PDF format to sudefrfq@unhcr.org with **22/UNHCR/SDNELF/SUP/RFQ/013** in the subject line

Or

6.2. In a sealed envelope addressed to:
Supply Unit, UNHCR EI Fasher Sub-Office
EI Fasher, North Darfur

On the envelope, please mention the following mention:

RFQ 22/UNHCR/SDELFF/SUP/RFQ/013 - Provision of 5 KVA Generator to UNHCR -EI Fasher Office

Name of your firm (Mandatory)
C/o - Supply Unit

Please, ensure to use the format provided (annex B) and that your calculations of unit and total prices are accurate.

Please indicate in the e-mail subject field:

Thank you for your kind attention.



Shabbir Hussain

Supply Officer, UNHCR Darfur, Sudan

RFQ 22/UNHCR/SDNELF/SUP/RFQ/013 Provision of 5 KVA Generator to UNHCR EI Fasher

Submit by 15 April 2022 at 23:59 Sudan Time

Description	Specification	Quantity	Unit Price	Total
Portable Diesel Generator:	Air Cooled Diesel Generator : Capacity: 5 KVA: 5 KW Rated AC Output: 5000W Fuel tank capacity: 4 Gallons. Model: KD186FA or Equivalent Operation System : Switch	1		
Total				
Other Information pertaining to our RFQ are as follows:			Yes,we will Comply(State, as required)	No,we cannot comply (State as required)
Confirmation that your goods meet UNHCR specifications. NB: UNHCR shall not issue a partial payment or cancel part of the order because the contractor is not able deliver products as per specifications. By submitting an offer, you accept that UNHCR should withhold 100% of payment until when you would have delivered the right products in full				
Offer Validity: (minimum 30 Calendar Days minimum).				
Confirmation that your financial offer has no cancelations or corrective fluid.(any corrective fluid on your offer will lead to disqualification)				
Acceptance of UNHCR General Terms and conditions for Goods				
What is your delivery lead time in days? (Maximum 15 days)				
What is the currency of your offer?				
If you are offering in USD, please ensure that you have a USD accountBank or UNHCR may pay in another currency using the UN exchange rate.				
Name of your company				
Company email				
Company telephone number(two numbers)				
Name of authorized person				
signature,stamp and date				