



UNHCR

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

DATE: 30 Nov 2020

REQUEST FOR QUOTATION: No. 20/HCR/SDNELG/FO/RFQ/011

Spare parts and lubricants

QUOTATION TO BE RECEIVED BY: 10/12/2020 4:30 HRS

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly¹, requests your price quotation for Cleaning Items for El Geneina offices , as specified in this Request for Quotation (see Annex A-B for the specifications).

1. Requirements:

Description (Annex A): spare parts and lubricants

Quantity / Specification: spare parts and lubricants (as per Annex: A)

- **Delivery lead time:** Immediately (within (7) Calendar days upon order placement)
- **Delivery Place:** UNHCR El Khartoum office, Ahmed Kheir Street, Khartoum 2, North of Farooq Cemetery , Sudan.

Important:

- Please include the price information in your quote (without VAT) – by completing and signing attached **Annex B (Financial Offer Form)**.
- Currency: United states Dollars (**USD**)
- Your quotation must be valid at least for **15 days**.
- The standard payment terms of UNHCR is net 30 days upon satisfactory completion of the services and acceptance thereof by UNHCR.
- Please note that UNHCR has tax and duty **exemption** status.

2. RFQ Offer Submission

We would appreciate receiving your quotation on or before **10/12/2020 – 4:30hrs** by email to bharadin@unhcr.org or SUDEFSUP@unhcr.org

On the envelope, please mention the following mention:

RFQ: 20/HCR/SDNELG/FO/RFQ/011 – spare parts and lubricants

¹

For further information on UNHCR, please see <http://www.unhcr.org>



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

The following annexes form an integral part of this RFQ:

- Annex A – Specification Form / Terms of Reference
- Annex B – Financial Offer Form
- Annex C - Vendor Registration form
- Annex D - UNHCR's General Terms and Conditions for the provision of Goods and services (July 2018)
- Annex E - UN Supplier Code of Conduct

Please note that submitting an offer is deemed as acceptance of UNHCR's General Conditions for Provision of Goods and UN Supplier Code of Conduct.

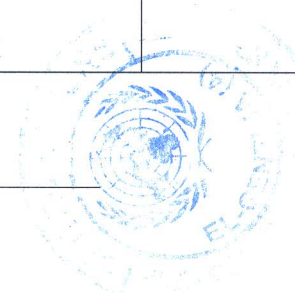
Thank you for your kind attention.

Badradin Bharadin
supply unit, El Geneina



ANNEX B: FINANCIAL PROPOSAL FORM
RFQ NO 20/HCR/SDNELG/FO/RFQ/011 –spare parts and lubricants

S/N	BRAND	TYPE	MODEL	SPARE PART	PART NUMBER	QUANTIT Y	Unit Price USD	Total price USD
1	TOYOTA	MINIBUS	HAICE 15S	OIL FILTER	15600-41010	15 pcs		
3	TOYOTA	MINI BUS	HAICE 15S	FUEL FILTER	23390-OL041	15 pcs		
4	TOYOTA	MINI BUS	HAICE 15S	Air FILTER	17801-30070	15 pcs		
5	TOYOTA	4X4	Land cruiser HARDTOP	FUEL FILTER	23390-51070	20pcs		
6	TOYOTA	4X4	Land cruiser HARDTOP	AIR FILTER	17801-61030	10 pcs		
7	TOYOTA	4X4	Land cruiser HARDTOP	TYRE YOKOHAM A	7.50 R 16 - T.G . 21	16 pairs		
8	TOYOTA	4X4	Land cruiser HARDTOP	OIL FILTER	04152-38020	20 pcs		
9	PERKINS	GENERATOR	200 KVA	AIR FILTER	2652C831	15 pcs		
10	PERKINS	GENERATOR	200 KVA	FUEL FILTER	26561118	15 pcs		
11	PERKINS	GENERATOR	200 KVA	OIL FILTER	4627133	15 pcs		
12	PERKINS	GENERATOR	100 KVA	OIL FILTER	462713	15 pcs		
13	PERKINS	GENERATOR	60 KVA/45 KVA	AIR FILTER	26510337	15 pcs		
14	PERKINS	GENERATOR	60 KVA/45 KVA	FUEL FILTER	4461490	20 pcs		
15	PERKINS	GENERATOR	60 KVA/45 KVA	OIL FILTER	2654403	15 pcs		
16	Engine Oil SAE 50 for Diesel cars (gallon of 4 liters)					40 Gallon		
17	Engine Oil SAE 5W 30 Benzine cars (gallon of 4 liters)					30 Gallon		
Grant Total USD								



QUANTITY / ANY OTHER DISCOUNTS (PLEASE SPECIFY):

THE PROPOSED DISCOUNTS WILL BECOME AN INTEGRAL PART OF YOUR BID SUBMISSION
PAYMENT TERMS: ACCEPTANCE OF UN PAYMENT TERMS (I.E. 30 DAYS NET FROM RECEIPT OF DOCUMENTS)

YES NO

BIDDERS NAME:

COMPANY OR FIRM NAME _____

Authorized person and Title: _____

Signature and stamp _____

Date: _____