



UNHCR

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

ANNEX C - TECHNICAL OFFER FORM

INVITATION TO BID: No. 19/HCR/ROK/ITB/020

**Supply and Delivery of Supply and delivery of Office Supplies to UNHCR
Warehouses in Khartoum.**

CLOSING DATE AND TIME: 12/11/2019– 16:30 pm Local Time

ANNEX B: VENDOR RESPONSE FORM¹

I hereby certify that I am an authorized signatory of the company mentioned below and I am, therefore, empowered to fill this vendor response form.

Company name:	
Company representative name:	
Signature:	
Name and title:	
Date:	
Stamp/Seal:	

¹ Do not change the format of this file. UNHCR item number should not be removed.



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1. DECLARATION OF ACCEPTANCE OF UNHCR GENERAL TERMS AND CONDITIONS (ANNEX E)

After careful review of the UNHCR General Terms and Conditions included as Annex E to this Invitation to Bid (ITB),

I hereby confirm that my company _____
accepts all the provisions under UNHCR General Terms and Conditions.

[Signature] _____

Name: _____

2. DECLARATION OF ACCEPTANCE OF UNHCR PAYMENT TERMS (ANNEX E)

After careful review of the UNHCR Payment terms included as Annex E Invitation to Bid (ITB), I

I hereby confirm that my company _____
accepts all the provisions under UNHCR General Terms and Conditions.

[Signature] _____

Name: _____



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3. DECLARATION OF COMMENCEMENT OF DELIVERY WEEK UPON RECEIPT OF PO

After careful review of the specifications on this Invitation to Bid (ITB), I hereby confirm that my company _____

Will deliver beginning One (1) week of receipt of PO

[Signature] _____

Name: _____

4. KINDLY TICK THE APPROPRIATE BOX TO CONFIRM THAT YOU HAVE PROVIDED DOCUMENTS TO CERTIFY THE FOLLOWING:-

1. Understanding of the UNHCR requirement of the items as per UNHCR specifications-Annex A (Please provide a Sample)	
2. Lead-time in Weeks from award of PO	
3. Eligibility (Provide Certificate of incorporation, financial capacity, legal status, place of registration, principle place of business of the company or firm or partnership)	
4. Evidence of solicited goods being the core business of the supplier. (Provide your Company Profile)	
5. Evidences of Supply of similar goods to the UN agencies, International organizations, and potential commercial local companies. (provide Copies of POs/Contracts)	



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5. DECLARATION

I declare on my word of honour that the information provided in this report is in all respects, to the best of my knowledge, factually true and correct. I am aware that any false declaration or misrepresentation of the information requested may lead to the exclusion of my company from this expression of interest.

Company name:	
Company representative name:	
Signature:	
Name and title:	
Date:	
Seal:	