



# UNHCR

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

**DATE: 18 September 2022**

**REQUEST FOR QUOTATION: No. 22-UNHCR-SDNELF-SUP-RFQ-032**  
**For the Supply, Installation (Including Training) of Medical Equipment, in Daein Hospital**  
**in East Darfur, Sudan**

**QUOTATION TO BE RECEIVED ON OR BEFORE: 27 September 2022 by 23:59 Sudan Time**

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950, by the United Nations General Assembly<sup>1</sup>, requests your price quotation for the provision of medical equipment as specified in 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.
- Annex B: List of Medical Equipment with the Specifications, Financial offer form and other Information (*to be completed and submitted*).

## **1. REQUIREMENTS**

The following details which comprise part of your offer with this tender. Find the description of medical equipment with technical specifications, and quantities to be ordered in Annex B.

- **Registration of Firm:** The bidder must provide copies of registration documents in Sudan.
- **Warranty:** The technical bid shall include manufacturer's defects and liability period and terms of warranty as mentioned in Annex B. The beneficiary hospital may decide to formalize the warranty and maintenance agreement with a zero-value contract. Bidders should therefore factor in the required warranty period in the price of their equipment.
- **Country of Origin of the Supplier and place of Manufacture:** Equipment manufacturing firm should have an origin of **Japan, North America or Europe, Brazil and Singapore**. The technical offer shall state the country in which the supplier is registered as well as the country of origin of the manufacturer of the products.
- **Quality Certification:** Suppliers and Manufacturers shall provide a quality certificate for the equipment they are proposing e.g., FDA, CE, JIS, ISO 13485 or a quality certificate issued by a State Quality Certification Agency from the country of manufacture.
- **Important Attention:** Guarantee certificates.
- **Delivery Point:** UNHCR East Darfur, El Daein Hospital.
- **Delivery time (After receipt of order):** 21 days after issuing of the order.

**Find attached all in ANNEX B for more information about the goods required (specifications) List of Medical Equipment and the Financial Offer.**

**Please note that UNHCR has tax and duty exemption status, so you shall include the following price information in your quote (without VAT):**

- Currency: USD or SDG per Unit Cost:
- Total Cost for goods (all inclusive):
- Delivery time (21 days) to El Daein Hospital, East Darfur.

<sup>1</sup> For further information on UNHCR, please see <http://www.unhcr.org>

## **2. ACKNOWLEDGMENT**

We would appreciate your informing us of the receipt of this RFQ by return e-mail to [sudefrfq@unhcr.org](mailto:sudefrfq@unhcr.org) as to:

- **Your confirmation of receipt of this RFQ.**
- **Whether or not you will be submitting a bid.**

**3. Financial Offer:** Please submit your price offer, using the financial Offer part in **Annex B (to be filled by the supplier)**. 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 Daien Hospital in East Darfur 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.**

**4. 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.

## **5. RFQ SUBMISSION**

Your quotation shall be received on or before **27 September 2022 – 23:59 Sudan Time** by e-mail in PDF format with all required documents to [sudefrfq@unhcr.org](mailto:sudefrfq@unhcr.org)

Please be aware of the fact that the e-mail policy employed by UNHCR limits the size of attachments to a maximum of **20 Mb** so it may be necessary to send more than one e-mail for the whole submission.

Please indicate in the e-mail subject field:

- **RFQ: 22-UNHCR-SDNELF-SUP-RFQ-032**
- **Name of your firm.**
- **Number of e-mails that are sent (example: 1/2, 2/2)**  
**For example: RFQ:22-UNHCR-SDNELF-SUP-RFQ-032 Company ABC (email 1 of 3)**

Please find attached in **ANNEX A - UNHCR's General Conditions of Contracts for the Provision of Goods**, which have to be acknowledged by submitting a signed copy together with your offer.

**Please note that submitting an offer is deemed as full acceptance of UNHCR's General Conditions for Provision of Goods.**

UNHCR reserves the right to accept the whole or part of your bid, or to allow split or partial awards.

Thank you for your kind attention.

Supply Unit  
UNHCR Darfur Operation

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