

DATE: 19/09/2022

REQUEST FOR QUOTATION No: 22/UNHCR/SDNELF/SUP/RFQ/033

**For the Provision of Construction Works for Two Doors Latrine and Women Shade in El Neem IDPs Camp in El Daein, East Darfur**

**QUOTATION TO BE RECEIVED ON OR BEFORE: 28/09/2022 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: Drawings and Designs for the Latrine of Two Doors.
- Annex B: BoQ and Financial Offer Form (**to be completed and submitted**)
- Annex C: UNHCR's General Conditions of Contracts for the Provision of Civil Works.
- Annex D - UN Supplier Code of Conduct-2011
- Annex E: Vendor registration form.

1. **Technical Requirements:**

- The Goods & Service you are offering must be as per specification

2. **Delivery Point:** DAP El Neem IDPs Camp, El Daein, East Darfur.

3. **Delivery lead time:** Maximum 45 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 Daein 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-C the UNHCR's General Conditions of Contracts for Civil Works. You must clearly indicate in your quotation if you accept them.

6. **RFQ Submission:** We would appreciate receiving your quotation on or **before 28 September 2022 at 23:59 Sudan Time by one of the following ways:**

- 6.1. By e-mail in an attached PDF format to [suderfg@unhcr.org](mailto:suderfg@unhcr.org) with **22/UNHCR/SDNELF/SUP/RFQ/033** in the subject line

**Or**

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

On the envelope, please mention the following mention:

**RFQ 22/UNHCR/SDELFF/SUP/RFQ/033 – Construction of two doors Latrine and Women Shade in El Neem IDPs Camp, El Daein**

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.

Supply Officer, UNHCR Darfur, Sudan