

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

DATE:17/11/2021

REQUEST FOR QUOTATION No: HCR/SDNEL/SUP/RFQ/2021/0042

For the Provision and Supply of Staff Safety Equipment to UNHCR EI Fasher Darfur

QUOTATION TO BE RECEIVED ON OR BEFORE: 27/11/2021 by 23:59 Sudan Time

The Office of the United Nations High Commissioner for Refugees (UNHCR), Sudan requests your price offer for the goods specified in the table below – Description of goods.


The following annexes are integral part of this RFQ:





- Annex A: UNHCR's General Conditions of Contracts for the Provision of Goods -2018.
- Annex B: Financial Proposal (To be completed and submitted)

1. Technical Requirements:

- The Goods you are offering must be as per provided specifications.
- Delivery Point: DAP UNHCR EI Fasher office
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Description of Goods

#	Item Description	Specifications	QTY
1	<p>Office First Aid Kit complete 10/12 People</p> <p>Should have ABS Plastic and wall mount</p> 	<p>Composition below:</p> <ul style="list-style-type: none"> • 1 blanket, • 1 triangular scarf, • 18 plasters 20 mm x 72 mm, • 6 mm plasters 53 x 70 mm, • 4 adhesive bandages 10 cm x 6 cm, • 2 dressings sterile, • sterile compresses 20 cm 20 x 20 cm, • 2 stretch bands 3 mx 5 cm, • 2 stretch bands 3 x 7 cm, • 2 stretch bands 3 mx 10 cm, • 1 crepe bandage 4 mx 10 cm, • 1 roll of tape scored 5 mx 2 cm, • 1 scissors 13 cm round ends, • 1 splinter forceps with flat jaws, • 2 pairs of disposable gloves, • 12 safety pins, • thimble 1 leather 1 sprayer 50 ml chlorhexidine, • 1 spray 50ml calendula, • 8 alcohol swabs at 70 °, • 8 packs of sodium hypochlorite, • 4 bags of restorative cream, • 4 sachets of gel decontaminant hands without water, • 5 scoops of sterile saline, • 4 hemostatic pads for the nose, <p>Minimum dimension 295 x 220 x 120 mm. Suitcase packed. Screws and anchors provided.</p>	46

2	<p>Vehicular First Aid Kits</p>  <p>Evolution Standard Vehicle First Aid Kit First Aid While on the Move</p> <ul style="list-style-type: none"> • Ideal for minor incidents in the car and on the road. • Contents identified on back of case in English, French, German, Dutch, Portuguese, Italian and Spanish. • Size = 14.7 x 23 x 8.1 cm 	 <p>First Aid Guidance Leaflet x 1 Sterile Dressings (Assorted) x 2 Safety Pins x 6 Sterile Eye Wash Pods (20ml) x 2 Vehicle Sticker x 1 Self Seal Waste Bags x 2</p> <p>Sterile Washproof Plasters x 20 Triangular Bandages x 2 Moist Wipes x 10 Disposable Gloves (Pair) x 1 Microporous Tape (2.5cm) x 1 Non Adherent Dressings (Assorted) x 2</p>	47
3	<p>Handheld Metal detector</p> <p>GARRETT metal detector Model: 1165190 Made in USA</p>		14
4	<p>UNDER Vehicles' SEARCH INSPECTION MIRROR Model MS V3 FEATURES Equipped with adjustable swivel for infinite adjustment security inspection mirror Under</p>		10

- Delivery lead time:** Please clearly mention your delivery lead time (Max 30 Days) after order is placed.
- 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 offer all costs including, production, labour, overhead, exchange rates and other risks, transportation up to el Fasher. 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.**
- Samples:** Your offer should include technical sheets and photos of the goods that you will provide if awarded the contract.

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

- Award Criteria:** The lowest priced, substantially compliant offer will be recommended for provision of requested equipment.

Your quotation must be valid for at least 30 calendar days. The standard payment terms of UNHCR is 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 goods. You must clearly indicate in your quotation if you accept them.

- RFQ Submission:** We would appreciate receiving your quotation on or before **27 November 2021 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 **HCR/SDNEL/SUP/RFQ/2021/0042** 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 HCR/SDEL/SUP/RFQ/2021/042

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.

Thank you for your kind attention.

Supply Officer, UNHCR Darfur, Sudan

ANNEX B – FINANCIAL OFFER FORM
For the Provision of Staff Safety Equipment to UNHCR Darfur Offices
Submit by 27 November 2021 at 23:59 Sudan Time

#	DESCRIPTION	UoM	Qty	Unit Price (DAP UNHCR EL FASHER)	Amount (DAP UNHCR EI FASHER)
1	Office First Aid Kits	Each	46		
2	Vehicular First Aid Kits	Each	47		
5	Handheld Metal detector	Each	14		
6	Under vehicle search mirror - units	Each	10		
Total bid Price					

OTHER INFORMATION PARTNERING TO YOUR QUOTATION

Other Information pertaining to our RFQ are as follows:	<i>Yes, we will comply (State, as required)</i>	<i>No, we cannot comply (state as required)</i>
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)		
Confirmation that your goods meet UNHCR specifications		
What is your delivery lead time in days? (Maximum 30 days)		
What is the currency of your offer?		
If you are offering in USD, please ensure that you have a USD account at Blue Nile Mashreq Bank or UNHCR may pay in another currency using the UN exchange rate.		

Acceptance of UNHCR General Terms and conditions for Goods *(State yes/no)* _____

Acceptance to offer goods as per UNHCR specifications *(state yes/no)* _____

Company Name: _____ Company E mail: _____

Company telephone: _____ Authorized Person & Title: _____ Signature & stamp: _____

Date: _____