
DATE: 10 November 2022

REQUEST FOR QUOTATION: No. RFQ/HCR/GSO/2022/058

SUPPLY AND DELIVERY (DDP GEDAREF) OF ASSORTED CHILDRENS TOYS TO UNHCR OFFICE IN GADEREF, EAST SUDAN

QUOTATION TO BE RECEIVED BY: 16 November 2022 - 15:00HRS SUDAN STANDARD TIME

The Office of the United Nations High Commissioner for Refugees (UNHCR) established on December 14, 1950, by the United Nations General Assembly requests your price quotation for the **Supply and Delivery (DDP Gedaref) Of Assorted Children's Toys to UNHCR Office In Gaderef, East Sudan** as specified in (**Annex A**) and attached to this Request for Quotation (RFQ).

1. REQUIREMENTS

Please include the following price information in your quotation (**without VAT**).

1. **Supply and Delivery (DDP Gedaref) Of Assorted Children's Toys to UNHCR Office In Gaderef, East Sudan**, as per the attached specification Annex A.

2. ITB DOCUMENTS-ANNEXES.

The following annexes form an integral part of this Request for Quotation

Annex A: Technical Specification and photos

Annex B: Financial Offer Form

Annex C: Vendor Registration Form

Annex D: UNHCR General Conditions of Contracts for the Provision of Goods and Services - July 2018

Annex E: UN Supplier code of conduct

Please note that UNHCR has tax and duty exemption status.

BID VALIDITY: You are requested to hold your offer valid for **90 days** from the deadline for submission. UNHCR will make its best effort to select a firm within this period.

PAYMENT: Payment will be made within **30 days** of receipt in UNHCR, Gedaref's office of complete documents in good order after satisfactory delivery of goods/services. UNHCR does not undertake to pay by letters of credit or in advance of delivery.

CURRENCY OF PAYMENT: Payment will be made in the currency in which the purchase order is issued.

IMPORTANT:

UNHCR Primary Bank is the Blue Nile Meshrag Bank. UNHCR can only facilitate payments through the local banks and not in banks outside of Sudan. Therefore, the current market condition and Central Bank of Sudan regulations and policies MUST be factored in before submitting your offer.

Vendor Registration Form: If your company is not registered with UNHCR or have not been active or have not received a UNHCR PO for more six (6) months, you should complete, sign and submit with your technical proposal the Vendor Registration Form (**Annex C**).

3. CLARIFICATIONS

Bidders are required to submit any request for clarification or any question in respect of this RFQ by e-mail to alawad@unhcr.org, or khalils@unhcr.org. The deadline for receipt of questions is 14 November 2022, 12:00 HRS Sudan Standard Time. Bidders are requested to keep all questions concise.

Please note that these terms and conditions (**Annex D**) will be strictly adhered to for the purpose of any future contract.

4. YOUR OFFER

Your Offer shall be prepared in **English**.

Please submit your offer using the submission template provided. It should conform to the requirements and contain all information required. The offers not conforming to the requested format will not be taken into consideration for evaluation.

5. RFQ SUBMISSION.

We would appreciate receiving your quotation/offer on or before 16 November 2022, 15:00 HRS Sudan Standard Time by return only to email: sudgesu@unhcr.org or delivered in a sealed envelope at the Office of the Supply Unit at UNHCR Sub Office Gedaref located at Dem Hamed West, Gedaref Town.

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 Number: **RFQ/HCR/GSO/2022/058**
- Name of your firm:
- Number of e-mails that are sent (example: 1/2, 2/2)


Bids received after the deadline for submission of bids and bids transmitted in any other manner than those indicated above may not be considered.

Information provided by the bidder will constitute the basis for eventual purchase order(s). UNHCR may, at its discretion, extend the deadline for the submission of proposals, by notifying all prospective suppliers in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by UNHCR at its own initiative or in response to a clarification requested by a prospective supplier.

Your quotation must be valid at least for [90] 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 in (**Annex D**) the UNHCR's General Conditions of Contracts for the Provision of Goods and/or Services-Rev July 2018. You must clearly indicate in your quotation if you accept them.




Thank you for your kind attention.

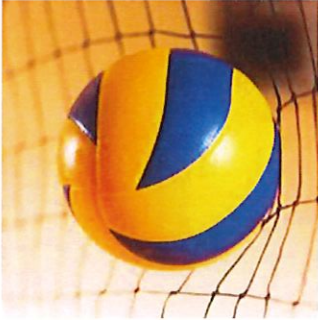

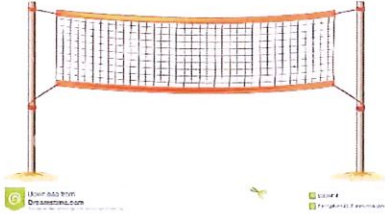

Alexander B. Woart
Supply Officer
UNHCR Sub Office Gedaref - Sudan



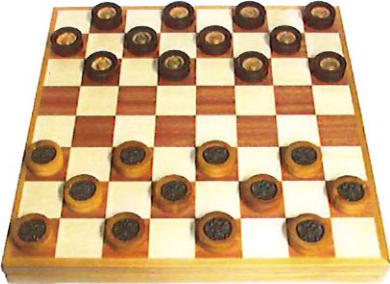






ANNEX A – TECHNICAL SPECIFICATIONS OF SUPPLY AND DELIVERY (DDP GEDAREF) OF ASSORTED CHILDRENS TOYS TO UNHCR OFFICE IN GADEREF, EAST SUDAN

RFQ/HCR/GSO/2022/058


#	Item Description	Sample Picture	Quantity Required	U/M
1	Joteni		6	EA
2	Chess board size 21x21 inches.		60	EA
3	Hand ball		60	EA


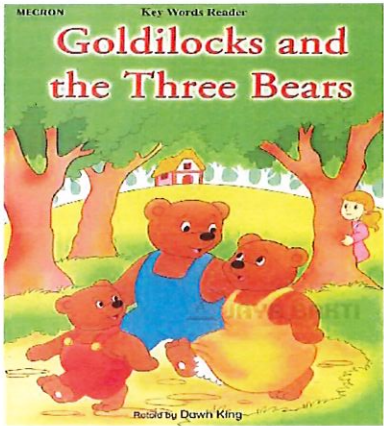

4	Volleyball size 26 inches		60	EA
5	Food ball		60	EA
6	Volleyball Net - 32 feet long by 39 inches tall		18	EA

7	Small pools		6	EA
8	Play card plastic		24	set
9	Dama game (840*541)		24	EA





10	Magic ludo		24	SET
11	Dart game – 18 inches		6	SET
12	Ground tennis (standard)		6	PAIR
13	Ground tennis net (standard)		6	EA

14	Toys - plastic (Different animals) set		180	SET
15	Toys		180	SET
16	Slider		6	EA
17	Swing – 72 inches Metal		18	EA

18	Home game		6	SET
19	Model cars Different models		120	EA
20	Model train different models		60	Set

21	Motor bike different models		60	ea
22	Story books assorted stories		120	EA
23	Puzzil Different sets		120	set

24	Brikes (لعبة المكعبات)assorted sets		300	sets
25	Dominos		60	set
26	Jumping rope		300	ea
27	Pendilem game		12	set

28	See saw		12	ea														
29	Cone		300	ea														
30	Different small balls		300	ea														
31	PlayStation 5	 <table border="1" data-bbox="821 1413 1082 1767"> <tr> <td>CPU</td> <td>6x Zen 2 Cores at 3.5GHz (variable frequency)</td> </tr> <tr> <td>GPU</td> <td>10.28 TFLOPs, 36 CUs at 2.23GHz (variable frequency)</td> </tr> <tr> <td>MEMORY</td> <td>16GB GDDR6/256-bit</td> </tr> <tr> <td>MEMORY BANDWIDTH</td> <td>448GB/s</td> </tr> <tr> <td>OPTICAL DRIVE</td> <td>4K UHD Blu-ray Drive</td> </tr> <tr> <td>INTERNAL STORAGE</td> <td>Custom 825GB SSD</td> </tr> <tr> <td>EXPANSIBLE STORAGE</td> <td>NVMe SSD Slot</td> </tr> </table>	CPU	6x Zen 2 Cores at 3.5GHz (variable frequency)	GPU	10.28 TFLOPs, 36 CUs at 2.23GHz (variable frequency)	MEMORY	16GB GDDR6/256-bit	MEMORY BANDWIDTH	448GB/s	OPTICAL DRIVE	4K UHD Blu-ray Drive	INTERNAL STORAGE	Custom 825GB SSD	EXPANSIBLE STORAGE	NVMe SSD Slot	6	ea
CPU	6x Zen 2 Cores at 3.5GHz (variable frequency)																	
GPU	10.28 TFLOPs, 36 CUs at 2.23GHz (variable frequency)																	
MEMORY	16GB GDDR6/256-bit																	
MEMORY BANDWIDTH	448GB/s																	
OPTICAL DRIVE	4K UHD Blu-ray Drive																	
INTERNAL STORAGE	Custom 825GB SSD																	
EXPANSIBLE STORAGE	NVMe SSD Slot																	

32	Plastic mat 4 Meterx3 Meter		60	ea
33	Small plastic chair for children		300	ea
34	3 d game		6	set
35	<p>Speaker</p> <p>ACTIVE SPEAKER GEMINI MOBILE ES-12TOGO WITH BATTERY - 600 W - USB - BLUETOOTH + SUPPORT STAND</p> <p>Brand Gemini</p> <p>Reference ES-12TOGO-PIED</p> <p>SOUND POWER EVERYWHERE. Get the best sound Gemini anytime and anywhere with the ES-12ToGo. Support Stand included</p>		12	EA

36	Microphone (Mic)		12	EA
37	Flash – 128 G		6	EA
38	Flash card		150	EA
39	Pencil color		600	SET
40	Pencils		600	EA

41	Color papers (A4 = 200, A3 = 400)		600	SET
42	Table Tennis 1.5 M X2.5 Meter		12	EA
43	Jump game		12	ea
44	Spring balance		12	ea
45	Plastic circle		12	ea

ANNEX B – FINANCIAL OFFER FORM

RFQ/HCR/GSO/2022/058

FINANCIAL OFFER FOR THE SUPPLY AND DELIVERY (DDP GEDAREF) OF ASSORTED CHILDRENS TOYS TO UNHCR OFFICE IN GADEREF, EAST SUDAN

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

BIDDER NAME:

#	Item Description	Sample Picture	Quantity Required	U/M	Unit Cost USD	Total Cost USD
1	Joteni		6	EA		
2	Chess board size 21x21 inches.		60	EA		
3	Hand ball		60	EA		
4	Volleyball size 26 inches		60	EA		
5	Food ball		60	EA		
6	Volleyball Net - 32 feet long by 39 inches tall		18	EA		
7	Small pools		6	EA		
8	Play card plastic		24	set		
9	Dama game (840*541)		24	EA		
10	Magic ludo		24	SET		
11	Dart game – 18 inches		6	SET		
12	Ground tennis standard		6	PAIR		
13	Ground tennis net standard		6	EA		
14	Toys - plastic (Different animals) set		180	SET		
15	Toys		180	SET		
16	Slider		6	EA		

17	Swing – 72 inches Metal		18	EA		
18	Home game		6	SET		
19	Model cars Different models		120	EA		
20	Model train different models		60	Set		
21	Motor bike different models		60	ea		
22	Story books assorted stories		120	EA		
23	Puzzil Different sets		120	set		
24	Brikes (لعبة المكعبات) assorted sets		300	sets		
25	Dominos		60	set		
26	Jumping rope		300	ea		
27	Pendilem game		12	set		
28	See saw		12	ea		
29	Cone		300	ea		
30	Different small balls		300	ea		
31	PlayStation 5		6	ea		
32	Plastic mat 4x3		60	ea		
33	Small plastic chair for children		300	ea		
34	3 d game		6	set		
35	<p>Speaker</p> <p>ACTIVE SPEAKER GEMINI MOBILE ES-12TOGO WITH BATTERY - 600 W - USB - BLUETOOTH + SUPPORT STAND</p> <p>Brand Gemini</p> <p>Reference ES-12TOGO-PIED</p>		12	EA		

	SOUND POWER EVERYWHERE. Get the best sound Gemini anytime and anywhere with the ES-12ToGo. Support Stand included					
36	Microphone (Mic)		12	EA		
37	Flash – 128 G		6	EA		
38	Flash card		150	EA		
39	Pencil color		600	SET		
40	Pencils		600	EA		
41	Color papers (A4 = 200, A3 = 400)		600	SET		
42	Table Tennis 1.5 M X2.5 Meter		12	EA		
43	Jump game		12	ea		
44	Spring balance		12	ea		
45	Plastic circle		12	ea		

Name of Vendor.....

Address/Telephone No:

Email Address.....

Contact Person:

Delivery time in days:

Total Amount in Words:

Offer Validity Period:

Warranty.....

Date:

Signature:

IN THE CAPACITY OF.....