



UNHCR

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

DATE: 11 May 2022

REQUEST FOR QUOTATION: No. RFQ/HCR/GSO/2022/016

Installation of Prefab 1 Prefab (6.2m X 3.8m) for the police in Tunaydba Camp

QUOTATION TO BE RECEIVED BY: 19 May 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 Installation of Prefab 1 Prefab (6.2m X 3.8m) for the police in Tunaydba Camp - Gaderef 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. Installation of Prefab 1 Prefab (6.2m X 3.8m) for the police in Tunaydba Camp - Gaderef 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 and therefore can only facilitate payments through the local banks and not in banks outside of Sudan and therefore the current market condition and Central Bank of Sudan regulations and policies must be factored in before submitting your quote.

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 woart@unhcr.org, eldukhei@unhcr.org; khalils@unhcr.org The deadline for receipt of questions is 19 May 2022, 12:00 HRS Sudan Standard Time. Bidders are requested to keep all questions concise.

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

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 **19 May 2022, 15:00 HRS Sudan Standard Time** by return only to email: sudgesu@unhcr.org or 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/2022/016**
- 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 Wwart
Supply Officer
UNHCR Sub Office Gedaref - Sudan

ANNEX A – Technical Specifications for Installation of Prefab 1 Prefab (6.2m X 3.8m) for the police in Tunaydba Camp – Gaderef

RFQ/HCR/GSO/2022/016

BOQs for installing 1 Prefab (6.2m X 3.8m) for the police in Tunaydba Camp			
Important Remarks:			
Contractors shall visit the construction site to be fully informed about type of soil, scope of works and related technical issues before submitting quotations.			
All building materials used in this project should be approved by UNHCR Engineer			
Contractors shall submit work plan and time schedule			
Nr.	Item Description	Unit	Quantity
	Excavation of foundation حفر الأساس		
1-	Clear site, excavate for depth of 20cm on top soil in foundation area (7m x 6m) and cart away. Lay approved DPC plastic sheets on top of excavated area as per directions of the Engineer	M ³	8.4
	Cast foundation beam صب بيم أرضي		
2-	Supply materials and cast reinforced ground beam 20cm x 40cm around the excavated area (7mx6m). Concrete 1:2:4 ratio, 6 rebars 12mm with strips 8mm every 20cm as per rules of workmanship and directions of the Engineer	M ³	2.08
	Backfill and compaction عمل ردمية ممتدلة		
3-	Supply materials of selected soil, approved by the engineer, and compact in layers of 10cm to the depth of 40cm (20cm below ground level and 20cm above ground level).	M ³	16.8
	Casting of concrete slab عمل صبة مسلحة		
4-	Cast foundation reinforced concrete slab on top of the compacted soil 15cm thick, rebars 10mm every 20cm in both directions, concrete ratio 1:2:4 as per rules and directions	M ³	6.3
	Anchoring prefab on foundation slab تثبيت المباني الجاهزة على صبة الساس		
5-	Assemble 1 prefab, (3.8m X 6.2m) supply materials and anchor the metal frame of the prefab firmly to the foundation concrete slab using solid firm metal system as per directions of the engineer	Item	1
6-	Waiting shed ,frame 3" GI pipe for poles and MS pipe (8x4cm) for roof (3.0 meter High) frame, CGI 32 gauge (abuhosan) on top with zero leakage, water level 10% to the outer area, rate should include application of anti rust and 2 layers of oil paint	M ²	11
7_	Sub Total		
8_	Allow for 10% contingency; (Please note that this amount will only be paid to the contractor only when the supervising engineer authorise him/her to implement any activity outside the scope in this bill).	Item	
	Grand Total		

ANNEX B – FINANCIAL OFFER FORM

RFQ/HCR/GSO/2022/016

FINANCIAL OFFER FOR Installation of Prefab 1 Prefab (6.2m X 3.8m) for the police in Tunaydba Camp - Gaderef

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: _____

BOQs for installing 1 Prefab (6.2m X 3.8m) for the police in Tunaydba Camp

Important Remarks:

Contractors shall visit the construction site to be fully informed about type of soil, scope of works and related technical issues before submitting quotations.

All building materials used in this project should be approved by UNHCR Engineer

Contractors shall submit work plan and time schedule

Nr.	Item Description	Unit	Quantity	Unit Price SDG/USD	Total Price SDG/USD
	Excavation of foundation حفر الأساس				
1-	Clear site, excavate for depth of 20cm on top soil in foundation area (7m x 6m) and cart away. Lay approved DPC plastic sheets on top of excavated area as per directions of the Engineer	M ³	8.4		
	Cast foundation beam صب بيم أرضي				
2-	Supply materials and cast reinforced ground beam 20cm x 40cm around the excavated area (7mx6m). Concrete 1:2:4 ratio, 6 rebars 12mm with strips 8mm every 20cm as per rules of workmanship and directions of the Engineer	M ³	2.08		
	Backfill and compaction عمل ردمية ممدلة				
3-	Supply materials of selected soil, approved by the engineer, and compact in layers of 10cm to the depth of 40cm (20cm below ground level and 20cm above ground level).	M ³	16.8		
	Casting of concrete slab عمل صبة مسلحة				
4-	Cast foundation reinforced concrete slab on top of the compacted soil 15cm thick, rebars 10mm every 20cm in both directions, concrete ratio 1:2:4 as per rules and directions	M ³	6.3		
	Anchoring prefab on foundation slab تثبيت المباني الجاهزة على صبة الأساس				
5-	Assemble 1 prefab, (3.8m X 6.2m) supply materials and anchor the metal frame of the prefab firmly to the foundation concrete slab using solid firm metal system as per directions of the engineer	Item	1		

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6-	Waiting shed ,frame 3" GI pipe for poles and MS pipe (8x4cm) for roof (3.0 meter High) frame, CGI 32 gauge (abuhosan) on top with zero leakage, water level 10% to the outer area, rate should include application of anti rust and 2 layers of oil paint	M ²	11		
7_	Sub Total				
8_	Allow for 10% contingency; (Please note that this amount will only be paid to the contractor only when the supervising engineer authorize him/her to implement any activity outside the scope in this bill).	Item			
	Grand Total				

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.....