

DATE: 08/12/2022

REQUEST FOR QUOTATION No: 22/UNHCR/SDNELF/SUP/RFQ/041

FOR THE PROVISION OF BICYCLES TO UNHCR EL FASHER, NORTH DARFUR

QUOTATION TO BE RECEIVED ON OR BEFORE: 12/12/2022 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: UNHCR's General Conditions of Contracts for the Provision of Goods and services - 2018.
- Annex B: Technical Specification for Bicycles
- Annex C: Financial offer form (**to be completed and submitted**)
- Photos of Bicycles to be provided when required.

1. **Technical Requirements:**

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

2. **Delivery Point:** DAP El Fasher

3. **Delivery lead time:** Maximum 5 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 Genaina 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 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 Good & services 2018. You must clearly indicate in your quotation if you accept them.

6. **RFQ Submission:** We would appreciate receiving your quotation on or before 12 December 2022 at **23:59 Sudan Time by one of the following ways:**

- 6.1. **By e-mail** in an attached PDF format to suderrfq@unhcr.org with **22/UNHCR/SDNELF/SUP/RFQ/041** 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 22/UNHCR/SDELF/SUP/RFQ/041- Provision of Bicycles to UNHCR EI Fasher

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 Chain, UNHCR Darfur, Sudan

Annex B Technical Specification for Bicycles

| | | | |
|------------------------|------------------|--------------------------------------------|-------------------------------------------------------------------------------------|
| | Brand Name: | PHOENIX |  |
| | Model Number: | SPB15 | |
| | Fork Material: | Steel | |
| | Rim Material: | Steel | |
| | Gears: | Single Speed | |
| | Fork Suspension: | Yes | |
| | Gross Weight: | 24.0 KG, About 90kg Per CTN (4 Pcs CKD) | |
| | Net Weight: | 22.0KG | |
| | Wheel Size: | 28" | |
| | Braking System: | Double V Brake | |
| | Frame Material: | Steel | |
| | Pedal Type: | Ordinary Pedal | |
| | Frame Type: | Soft-tail Frame | |
| | Load Capacity: | 120 kg | |
| | Frame: | Light-Weight Steel, Shinning Classic Black | |
| | Fork: | Steel Fork | |
| | Brake: | Caliper Brake | |
| | Rim: | 28 Inch Light-Weight Steel | |
| | Tire: | 28"*1.3/8"(1.375") Tire | |
| | Saddle: | High Quality Black PU | |
| | Accessories: | Pump/ Lock/ Dynamo | |
| BICYCLE FOR MEN | | | |

BICYCLE FOR WOMEN (keep the same technical specification with men in terms of tarde mark (PHONEX) and consider the mentioned variations)

The design of women specific bicycles is such that the distance between the seat post and the handle bar is reduced to ensure a comfortable riding position for women.

Most women have narrower shoulders when compared to men. The ideal positioning for one's arms while holding the handle bar is shoulder width. Women specific bicycles are designed to have shorter handle bars to address this vital requirement.

Women tend to have wider sit bones and hence require a broader saddle

Most women have smaller hands. This could make the reach, i.e. the space between the shifters and the grip on the handle bar, far off to shift gears comfortably while riding. Women specific bicycles are designed in such a way that the reach is smaller and hence easier to shift gears while pedaling.

women tend to be smaller built and lighter than men. The frame of Women specific bicycles is designed with materials that make it lighter and easier to handle.



© Bobbin Bicycles

ANNEX C – FINANCIAL OFFER FORM

RFQ 22/UNHCR/SDNELF/SUP/RFQ/041 For the Provision of Bicycles to UNHCR EI Fasher

Submit by 12 Dec 2022 at 23:59 Sudan Time

| Description | | Unit | Quantity | Unit Price | Total |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|------|----------|---------------------------------------|-----------------------------------------|
| 1 | Bicycles Phonex (for men) | PCs | 15 | | |
| 2 | Bicycles Phonex (for women) | PCs | 5 | | |
| Total | | | | | |
| Other Information pertaining to our RFQ are as follows: | | | | Yes,we will Comply(State,as required) | No,we cannot comply (State as required) |
| Confirmation that your goods meet UNHCR specifications. NB: UNHCR shall not issue a partial payment or cancel part of the order because the contractor is not able deliver products as per specifications. By submitting an offer, you accept that UNHCR should withhold 100% of payment until when you would have delivered the right products in full | | | | | |
| 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) | | | | | |
| Acceptance of UNHCR General Terms and conditions for Goods | | | | | |
| What is your delivery lead time in days? (Maximum 5 days) | | | | | |
| What is the currency of your offer? | | | | | |
| If you are offering in USD, please ensure that you have a USD accountBank or UNHCR may pay in another currency using the UN exchange rate. | | | | | |
| Name of your company | | | | | |
| Company email | | | | | |
| Company telephone number(two numbers) | | | | | |
| Name of authorized person | | | | | |
| signature,stamp and date | | | | | |