



UNHCR

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

DATE: 30th Nov 2020

REQUEST FOR QUOTATION: No. 20/HCR/SDNELG/FO/RFQ/06

El Geneina Guesthouse Renovation works phase 2

QUOTATION TO BE RECEIVED BY: 07/12/2020 4:30 HRS

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly¹, requests your price quotation for Cleaning Items for El Geneina offices , as specified in this Request for Quotation (see Annex A-B for the specifications).

1. Requirements:

Description (Annex A): El Geneina Guesthouse renovations works phase 2

BOQ and Financial offer form: (as per Annex: A)

- **Delivery lead time:** Based on the scope of the work upon order placement)
- **Delivery Place:** UNHCR El Geneina Guesthouse -Hay Eljmarek.

Important:

- Please include the price information in your quote (without VAT) – by completing and signing attached **Annex A (BoQ and Financial Offer Form)**.
- Currency: United states Dollars (**USD**)
- Your quotation must be valid at least for **30 days**.
- The standard payment terms of UNHCR is net 30 days upon satisfactory completion of the services and acceptance thereof by UNHCR.
- Please note that UNHCR has tax and duty **exemption** status.

2. RFQ Offer Submission

We would appreciate receiving your quotation on or before **7/12/2020 – 4:30hrs** by email bharadin@uhocr.org or **sealed envelope to the following address:**

Supply Unit, UNHCR El Geneina Office
El Geneina, West Darfur

On the envelope, please mention the following mention:

RFQ: 20/HCR/SDNELG/FO/RFQ/006 –El Geneina Guesthouse renovations works phase 2

¹ For further information on UNHCR, please see <http://www.unhcr.org>



- Name of your firm (Mandatory)
- C/o - Supply Unit

The following annexes form an integral part of this RFQ:

- Annex A – BOQ and Financial Offer Form
- Annex B - Vendor Registration form
- Annex C - UNHCR's General Terms and Conditions for the provision of Civil works
- Annex D - UN Supplier Code of Conduct

Please note that submitting an offer is deemed as acceptance of UNHCR's General Conditions for Provision of Goods and Services and UN Supplier Code of Conduct.

Thank you for your kind attention.



Badradin Bharadin
Supply unit, El Geneina

ANNEX B: FINANCIAL PROPOSAL FORM

RFQ NO 20/HCR/SDNELG/FO/RFQ/006 EI Geneina Guesthouse Renovations works Phase 2
Annex A – BOQ and Financial Offer Form

ITEM	DESCRIPTION	QTY	UNIT	RATE (USD)	AMOUNT (USD)
1	GENERAL RENOVATION IN THE GUESTHOUSE				
1.1	Supply and apply three (3) coats of water based emulsion paint of approved brand, manufacture and color on internal walls as directed by site Engineer.	1100	M2		
1.3	Supply and apply three (3) coats of water based, weather shield external emulsion paint of approved brand and manufacture, and color as directed by site engineer.	1300	M2		
1.4	Supply and install modern windows curtain in all the building windows, sample shall be approved prior delivery.	30	M2		
1.5	Remove existing, Supply and install wall mounted Ventilation FAN in toilets, 34x34 cm, by supply, fabricating and fixing in the wall open from outside a grill made from rectangular hallow section steel pipes (RHS) size 60x30x1 mm for frame and 40x20x1 mm internal horizontally/vertically, painted and anti-rusted with two layers of small screen nemly (mosquito net). Supply and fix in wall open from inside by RHS frame 60x30x1 mm a new ventilation fan with all electrical wiring size 34x34 cm.	4	PC		
1.6	Supply & install plastic curtain for shower basins, sample shall be approved prior delivering to the site	5	ITEM		
1.7	Provide and apply complete maintenance to existing Aluminium widows of all types and sizes, including fixing new locks, replacing broken glass, hinges and other accessories all as directed by the Engineer.	20	ITEM		
1.8	There is rainwater leak to be maintained by good drainage in the window base & fixing drainage pipe 3/4 inch on all the windows base.	1	job		



1.9	Provide and apply complete maintenance to existing steel doors of the guesthouse of all types and sizes, including fixing new locks, replacing broken glass, hinges and other accessories. The cost shall also include applying three coats of anti-rust oil paint and the colour is as specified by the Engineer.	10	PC		
1.10	Supply and install split type AC 18000btu/hr. with indoor and outdoor unit controlled by remote control and with RHS metal section seat. Price shall include 25A/2P breaker inside the distribution board, Tumbler Switch inside separate box, surface mounted 3x4mm ² cable to be installed inside diameter 25mm conduit with clip over the wall and ceiling at maximum interval of 50cm. in the gym room in the ground floor	1	ITEM		
1.11	Ditto but AC 12000btu/hr in the small room in the first floor and in the kitchen in the ground floor yard	2	ITEM		
1.12	Ceiling mounted sweep fan Vortices NORDIK DESIGN 1S 160/60" (61460*) 14m ³ /h with Accessories like wall mounted 5-Position Speed Control, Infrared remote-control unit, non-corrosive type blades, regulator, fan hook, extension rod and all other accessories required. Minimum fan-to-floor distance shall be 230cm. Price shall include PVC insulated conductors of 3x2.5mm ² inside PVC conduit of 16mm diameter including junction boxes with covers and insulating screw cap connectors. in rooms of first floor	2	PCs		
1.13	Provide and change the existing fan regulator in the hall of the first floor	2	PCs		
1.14	Maintenance for external doors on the fence, large doors 2.5x2.5 sq.m by applying three coats of anti-rust oil paint and the colour is as specified by the Engineer.	2	ITEM		
1.15	Maintenance for steel external doors on the fence, small door 2.5x1.2 sq. m by applying three coats of anti-rust oil paint and the colour is as specified by the Engineer.	1	ITEM		
1.16	Remove existing supply and fix Ø150 mm PVC rain gutter, to the backside of the roof including fixing of Ø100 mm pvc pipe from the gutter to the yard drainage with all necessary fittings and steel straps to fix to the wall all as the directions of the Engineer	40	ML		



1.17	Supply and fix pvc pipe 2 inch from elev water tank drainage to the ground floor by fixing drainpipes and elbows by clips and with all necessary all as the directions of the Engineer	6	ML		
2	The Kitchen in the ground floor yard				
2.1	Remove the existing fabric false ceiling, Supply and fix suspended ceiling from gypsum board square tiles 60x 60 cm, and Aluminium frames T profile, and the suspended hanging system, including aluminum L profile.	20	M2		
2.2	Insulation, Repair of existing corrugated iron sheet zinc roof against the rainwater in the kitchen by sealing the leaking places and fixing loose sheets according to the directions of the Engineer.	1	Job		
2.3	Installation of false ceiling lighting Type 1, disano 825EL Comfort (156538-00) with 4x18W, in kitchen	4	PCs		
2.4	Remove the existing, supply and install wall ceramic for the exiting kitchen bench	4	M2		
3	Toilets in the ground floor yard for guards				
3.1	Remove existing squatting seats and supply and fix new squatting seats with flushing tank of good quality	2	PCs		
3.2	Remove the existing floor ceramic, supply, place 300X300mm Heavy Duty, water resistant, ceramic floor tiles in the toilets, samples shall be approved by Engineer prior to procurement	8	M2		
3.3	Remove existing, Provide and fix wall ceramic tiles 200 mm x 200 mm, grade one with good quality for wet areas in the toilets, samples shall be approved by Engineer prior to procurement	40	M2		
3.4	Supply and apply glossy oil paint coat on internal walls of toilets, up to roof height. Including primer, filler and two coats of paint where needed. Colour shall be approved by Engineer	10	M2		
4	Room in the second floor				
4.1	Remove the existing window and handover to the facility administrator	1	Nos		
4.2	Provide and fix Aluminium window complete with glass, mosquito net and fixtures in the second floor room.	1	Nos		
4.3	Supply and install new window grill, flowering pattern made from rectangular steel bars and same to the existing grills in the house	2	Nos		



4.4	Supply install wall fan, approved type, with wiring inside wall by electrical conduits, finishing the wall by plastering and primer and all needed accessories etc. in the second floor room.	1	Nos		
4.5	Insulation for the RCC roof against rain by Acrylic Cement, & making good drainage slope, for the second floor room.	1	job		
4.6	Scratch and hack using sand paper the existing internal roof painting, fill uneven surfaces by cement/ sand mortar and prepare it to receive the new paint.	20	M2		
4.7	Supply and apply three (3) coats of water based emulsion paint of approved brand, manufacture and color on internal roofs as directed by site Engineer. The price is inclusive of applying quick drying prime coat, in the second floor roof	20	M2		
4.8	Supply & apply anti-rust oil painting for the RHS steel pipes (steel pipes for roof rafters, purlins and columns) in the veranda in front of the room in the second floor	68	ML		
4.9	Supply and apply anti -corrosive primer coat to underside of sheets of the verandah	25	M2		
4.10	Supply material apply painting for steel stair railing.	1	job		
GRANT TOTAL COST					

Payment terms: Acceptance of UN payment terms (i.e. 30 days net from receipt of documents)
 YES NO

Offer Validity: 30 Days YES NO

COMPANY OR FIRM NAME _____

Authorized person and Title: _____

Signature and stamp _____

Date: _____

