

**DATE: 01/12/2020**  
**REQUEST FOR QUOTATION No:20/HCR/SDNEL/SUP/RFQ/0047**  
**Provision of HOME UTENCILS ITEMS FOR UNHCR EL FASHER**

**QUOTATION TO BE RECEIVED ON OR BEFORE: 12/12/2020 by 23:59 Sudan Time**

The Office of the United Nations High Commissioner for Refugees (UNHCR), Sudan requests your price offer for the supplies 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 -2018.
- Annex B: Financial offer form (***to be completed and submitted***)

**1. Technical Requirements:**

**Technical details of our requirements are in annex B. The goods you are offering may meet the requirements.**

**2. Delivery Point: DAP UNHCR ELFASHER**

**3. Delivery lead time: Please clearly mention your delivery lead time (**Max 20 Days**)**

**4. Financial Offer: Please submit your price offer, using the financial form (**Annex B**). Your offer can be in **USD or SDG** converted in **USD** with UN formal exchange rate. Your prices must be inclusive of costs like production, labour, overhead, exchange rates and other risks, transportation up to **El Fasher** 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 the Provision of Goods. You must clearly indicate in your quotation if you accept them.

**6. RFQ Submission: We would appreciate **receiving your quotation on or before 12/12/2020 at 23:59 Sudan Time by, on and of the following ways:****

**6.1. By e-mail in an attached PDF format to [SUDEFSUP@unhcr.org](mailto:SUDEFSUP@unhcr.org) with **RFQ 20/HCR/SDNEL/SUP/RFQ/0047** in the subject line**

**Or**

In a sealed envelope addressed to:  
Supply Unit, UNHCR El Fasher Sub-Office  
El Fasher, North Darfur

On the envelope, please mention the following mention:

**RFQ 20/HCR/SDNEL/SUP/RFQ/0047**

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

FURNITURE AND RECREATIONAL ITEMS FOR UNHCR EI FASHER						
Description	Specifications	Sample Photo	UOM	Qty	Unit Price	Total Price
<b>Foldable dinning tables.</b>	<p><b>Foldable with metal legs</b>  <b>Rectangular</b> with regular sides and shapes.  <b>Minimum dimensions:</b> 180X80X75CM. Height must be between 75 CM and 85 CM.            Vectra table made of MDF board with melamine for heat and moisture resistance.</p>		Each	3		
<p><b>Standard Pool Table with:</b>  <b>-6 cue sticks (2 with bridges)</b>  <b>- 2 racks</b>  <b>-14 balls (7stripes, 7 solid, 1 white, 1 black)</b>  <b>-Wall mount cue rack</b></p>	<p>Standard billiard table: Table Bed Height Shall be between 29 ¼ inches [74.295 cm] and 31 inches [78.74 cm], Design Shall not have any sharp edges or materials that might cause injuries or damage clothes. Construction should be adequate enough so that the table will remain stable and level under all conditions of play.Slate thickness must be at least 1 inch [2.54 cm], playing surface (area) must be rectangular, and symmetrical when the pocket configurations are included, The rail width must be between 4 [10.16 cm] and 7 ½ inches [19.05 cm] including the rubber cushions. 18 sights , Rubber cushions should be triangular in shape, The pocket openings for Corner Pocket Mouth: between 4.5 [11.43 cm] and 4.625 inches [11.75 cm], Side Pocket Mouth: between 5 [12.7 cm] and 5.125 inches [13.0175 cm].            Dimension (20 % - /+) are acceptable</p> <p><b>Minimum 4 Cues</b> must be included and and each must have a minimum length of 56 inches</p>		Each	1		

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**Annex B - Specifications and Financial Offer from**

<p><b>Shoeracks (small)</b></p>	<p>3 racks, Material: Wood, Height: Between 60 -70 cm, Width between 30-35 cm, length between 60 – 80 cm</p>		<p>Each</p>	<p>24</p>		
<p><b>Clothes hanging rack</b></p>	<p>Material: Stainless steel or white Aluminum whichever is available Dimensions: Minimum 180 X 46 X 95 cms</p>		<p>Each</p>	<p>15</p>		
<p><b>Kitchen working table</b></p>	<p>Minimum Stainless steel kitchen work prep table.  Material For Top Panel: Stainless Iron  Material For Feet: PP  Material For Undershelf: Galvanized  Legs: 1.63" Galvanized Steel Legs  Products Size: 24*72*35 inch(L*W*H)  Colour: white  GW/NW: 68.6/61lbs</p>		<p>Each</p>	<p>2</p>		
<p><b>Bathroom shelves</b></p>	<p>Primary material: Stainless steel or aluminium.  Distance between shelves: Minimum 9"  Overall: 60" H x 12.6" W x 11" D  Shelf: 12.6" W x 11" D  Protected shelving feet  Shelf weight capacity: 50 pounds each</p>		<p>Each</p>	<p>24</p>		
<p><b>Bedside Lamps</b></p>	<p>White Fabric Lampshade Design  Product Dimensions: 7.5 X 7.5 X 16.2  Voltage: 110V-130V  Material: Metal base and frame, White fabric lampshade  Weight: 2.38Lb (1.08kg)  Power source: Corded Electric  Light bulb included: Non-dimmable, No Harsh Light, Comfortable Feelings  Switch style: Push Button</p>		<p>Each</p>	<p>24</p>		

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<p><b>Table Tennis</b></p>	<p>Made of Masonite, hardboard or timber. Layered with a smooth, low friction coating to yield a uniform bounce of 23cm when a ball dropped from 30cm height. Table surface must be in green or blue color with a white side line which is 2cm along with its width and length. Table or playing surface is divided in to two halves using 15.25cm high net. <b>Dimensions:</b> Width: 1.3 - 1.5 m Length: 2.5 - 2.7 m Height: 70 -75 cm</p>		<p>Each</p>	<p>1</p>		
<p><b>Badminton set - 1 net, 4 rackets 2 racket bad and minimum 4 nylon 4 Badminton</b></p>	<p>Rackets made of strong and durable iron alloy, light weight, sturdy and durable, the handle is comfortable to grip, not easy to get tired, and the racket is made of durable nylon thread, which is not easy to break. It includes: 4 rackets, 1 net</p>		<p>Each</p>	<p>2</p>		
<p><b>Sofa Set (7 seats) each with marching wooden coffee table</b></p>	<p>Sofa set shall be fully cushion leathered, including arms, wooden frame, webbing and injection molded PU foam. PU foam finished. <b>Fabric:</b> Made of genuine leaders. Rexine leather shall not be accepted. <b>Dimensions:</b> 3 seats: 200x87x 82 cm 2 seats: 140x87x82 cm 1 seat: 85x87x82 cm</p>		<p>Set</p>	<p>8</p>		

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<b>Digital Safe Locker (Room size)</b>	<b>Minimum interior Dimensions: 30X20X20CM</b> Able to be <b>programmed with master and guest codes 3-8 digits long.</b> <b>Should be equipped with at least 2 manual override keys</b> Equiped with <b>alarm notification for incorrect code entries.</b> <b>Wall thickness: minimum 1.5mm, Door thickness: minimum 3mm.</b> <b>4 AA batteries powered</b>		Each	24		
<b>Outdoor mats</b>	Non slip outdoor mats 30 X 18 cms. Primary material: heavy-duty coir with a PVC backing to keep it in place.		Each	30		
<b>TOTAL PRICE</b>						
<b>Any discounts if available</b>						
<b>Payment terms: Acceptance of UN payment terms (i.e. 30 days net from receipt of documents)</b>	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>		
<b>In what currency is your offer? (Check the correct box)</b>	Sudanese pounds	<input type="checkbox"/>	US Dollars	<input type="checkbox"/>		
<b>Offer Validity (minimum 30 days)</b>	.....days					
<b>Delivery/Completion time: (maximum 20 days)</b>	.....day					
<b>Company Name</b> _____						
<b>Signature:</b> _____						
<b>Company Stamp:</b>						
<b>Designation:</b> _____						