

DATE:15/12/2021

REQUEST FOR QUOTATION No: HCR/SDNEL/SUP/RFQ/2021/0056

For the Provision of Accommodation Appliances (Electronics) to UNHCR Office El Fasher

QUOTATION TO BE RECEIVED ON OR BEFORE: 21/12/2021 by 23:59 Sudan Time
Partial offers shall be disqualified.

Important Notice: You quotation must include clear brand names and model numbers of the goods you are offering. If you do not include both, your quotation will be disqualified.

The Office of the United Nations High Commissioner for Refugees (UNHCR), Sudan requests your price offer for the goods specified in the table below – Description of goods.

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 Proposal (To be completed and submitted)

1. Technical Requirements:

- The Goods you are offering must be as per provided specifications.
- Delivery Point: **DAP UNHCR El Fasher office**

Description of Goods:

Description	Qty	Remarks
Smart TV. 43-Inch Class Crystal UHD AU8000 Series - 4K UHD HDR	6	
Smart TV. 65-Inch Class Crystal UHD AU8000 Series - 4K UHD HDR	1	
Air conditioners. 18000 BTU 65°C Dual Inverter Compressor. Energy saving between 40 -50%. 50 - 60% Faster Cooling. Low noise level. Precise temperature control. Gold Fin™. Simple and Modern Design with Hidden display Samsung /LG or equivalent	10	
Air conditioners 12000 BTU. Energy saving between 40 -50%. 50 - 60% Faster Cooling. Low noise level. Precise temperature control. Gold Fin™. Simple and Modern Design with Hidden display	6	
4.6. Cu ft Two Door Mini Fridge with Freezer, Stainless Steel Look	6	
Office fridge 32 liters	12	White in color
TV Sound Bar 50W 32-Inch 5.0 Soundbar Speaker Home Theater System with HDMI	1	

2. **Delivery lead time:** Please clearly mention your delivery lead time (Max 30 Days) after order is placed.
3. **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 offer all costs including, production, labour, overhead, exchange rates and other risks, transportation up to el Fasher. 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.

4. **Samples:** Your offer should include technical sheets and photos of the goods that you will provide if awarded the contract. Submit technical data sheets of all electronic items.

5. **Delivery Instructions:** Please ensure that all the goods you will transport to deliver shall meet UNHCR's minimum specifications stated in the table above. Any goods that shall not meet specifications shall be rejected at the time of delivery and you shall have to replace them with the right goods before any payment can be made. UNHCR shall not issue a partial payment, nor shall it accept to cancel part of the order because the contractor is not able deliver the right products.

UNHCR is Tax exempted, in this regard, price must be given without VAT

6. **Award Criteria:** The lowest priced, substantially compliant offer will be recommended for provision of requested equipment.

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 goods. You must clearly indicate in your quotation if you accept them.

7. **RFQ Submission:** We would appreciate receiving your quotation on or before **21 December 2021 at 23:59 Sudan Time by one of the following ways:**

By e-mail in an attached PDF format to sudefrfq@unhcr.org with **HCR/SDNEL/SUP/RFQ/2021/0056** in the subject line

Or

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 HCR/SDEL/SUP/RFQ/2021/056

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.

Thank you for your kind attention.

Roland Fang Kum

Supply Officer, UNHCR Darfur, Sudan

ANNEX B – FINANCIAL OFFER FORM
For the Provision of Accommodation Appliances (Electronics) for EI Fasher Office

#	DESCRIPTION	Specification	UoM	Qty	Unit Price (DAP UNHCR EI FASHER)	Total Amt (DAP UNHCR EI FASHER)	Mandatory Requirement Please state the Brand name and Model number
1	TV 43-Inch Class Crystal UHD AU8000 Series - 4K UHD HDR Smart TV.	Samsung /LG or equivalent	Each	6			
2	TV 65-Inch Class Crystal UHD AU8000 Series - 4K UHD HDR Smart TV.		Each	1			
3	Air conditioners. 18000 BTU 65°C Dual Inverter Compressor. Energy saving between 40 -50%. 50 - 60% Faster Cooling. Low noise level. Precise temperature control. Gold Fin™. Simple and Modern Design with Hidden display	Samsung /LG or equivalent	Each	10			
4	Air conditioners 12000 BTU. Energy saving between 40 - 50%. 50 - 60% Faster Cooling. Low noise level. Precise temperature control. Gold Fin™. Simple and Modern Design with Hidden display	Samsung /LG or equivalent	Each	6			
5	4.6. Cu ft Two Door Mini Fridge with Freezer, Stainless Steel Look		Each	6			
6	Office fridge 32 liters	White in color	Each	12			
7	TV Sound Bar 50W 32-Inch 5.0 Soundbar Speaker Home Theater System with HDMI		Each	1			

OTHER INFORMATION PERTAINING TO YOUR QUOTATION

Other Information pertaining to our RFQ are as follows:	Yes, we will comply	No, we cannot comply
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)		
You have stated brand names and model numbers of all the equipment you are proposing		
Confirmation that your goods meet UNHCR specifications. <i>Please ensure that all the goods you will transport to deliver shall meet UNHCR's minimum specifications stated in the table above. Any goods that shall not meet specifications shall be rejected at the time of delivery and you shall have to replace them with the right goods before any payment can be made. UNHCR shall not issue a partial payment, nor shall it accept to cancel part of the order because the contractor is not able deliver the right products.</i>		
What is your delivery lead time in days? (Maximum 30 days)		
What is the currency of your offer?		
Acceptance of UNHCR General Terms and conditions for Goods		
If you are offering in USD, please ensure that you have a USD account or UNHCR may pay in another currency using the UN exchange rate.		

Company Name: _____ Company E mail: _____

Company telephone: _____ Authorized Person & Title: _____ Signature, stamp and date _____