

Request for Proposals 2024-03-BGR/UNHCR Bulgaria Provision of Cleaning Services
Questions and Answers
Date: 20.05.2024

Question: Could they please be combined into one file in the form of ordinal headings:

1. The presentation of the company and Description of the company and the company's qualifications;
2. The Understanding of Sustainability;
3. Understanding of the requirements for services, proposed approach, solutions, methodology and outputs;
4. Proposed personnel to carry out the assignment;
5. Proposed personnel to carry out the assignment ;
6. List of the cleaning detergent brands used by the company;
7. The annexes: A and B;

Answer: Yes, all above listed can be part of one file as part of the technical offer.

Please note that: the technical offer and financial offer are to be sent in separate documents. Failure to do so will result in disqualification. Bids should be submitted by e-mail and all attachments should be in PDF format. (Copies of the PDF format documents may, as an addition, be included in Excel or other formats, etc.). The Technical and Financial offers shall be clearly separated, either in different e-mails or separate files. This is mandatory. Failure to do this will result in disqualification. Bids by e-mail must only be sent to: bulsohid@unhcr.org

Please keep in mind that the attached files size should not exceed 20 megabytes, if a file is larger than 20 megabytes it should be sent as a separate email with a number assigned to it, e.g. file 1, file 2, file 3 etc.

Question: The preparations and materials to be used, is it necessary to indicate their full chemical composition from the manufacturer or is it sufficient to indicate only: manufacturer, brand and country of manufacture?

Answer: It is sufficient to indicate only: manufacturer, brand and country of manufacture.