

# Tender Notice

## REQUEST FOR PROPOSALS No. UNHCR RFP 358 FOR CONSTRUCTION AND RENOVATION OF TWO SCHOOLS IN SULYAMANIYA GOVERNORATE

UNHCR Iraq office based in Baghdad is soliciting proposals for the **Construction and Renovation of two schools in Sulyamaniya Governorate.**

**Lot-1:** Construction of Three Classrooms and Renovation of WASH Facilities at Baranan School in Sulaymaniya

**Lot-2:** Construction of Laboratory and Library and Renovation of WASH Facilities at Shakir Fatah School, Sulaymaniah Governorate

### RFP KEY DATES:

<b>Site Visit Date</b>	24 September 2024 at 9:30 Hrs. Iraq standard time - Baranan School 24 September 2024 at 10:45 Hrs. Iraq standard time - Shakir Fatah School
<b>Pre-bidding conference date</b>	25 September 2024 at 11:00 HRS Iraq standard time
<b>Questions submission deadline</b>	25 September 2024 at 15:00 HRS Iraq standard time
<b>RFP Submission deadline</b>	08 October 2024 at 12:00 HRS Iraq standard time

### SUBMISSION OF BIDS:

Please note that the tender can be accessed on ERP Cloud module.

Bidder MUST be registered in the Supplier Portal, and the portal can be accessed via the following URL: <https://www.unhcr.org/get-involved/work-us/become-supplier/how-become-supplier>

Click '**Supplier registration portal**' for suppliers new to doing business with UNHCR.  
Click '**Supplier portal log-in**' for suppliers previously registered with UNHCR.

Please note that bids must be submitted directly in the online portal, responding to the questions, and uploading required documents by the date and time indicated in the online portal. It is your full responsibility to ensure that your submission is submitted before the deadline. Bids received outside the online portal, for any reason, will not be considered for evaluation.

**For submitting the bids, it is strongly recommended to carefully read (Annex J) – Supplier Portal Manual.**

### Annexes:

- Annex A: Scope of Works (SOW)
- Annex B Lot 1: Bill of Quantities (BOQ)
- Annex B Lot 2: Bill of Quantities (BOQ)
- Annex C Lot 1: Design and Structure (Drawing)
- Annex C Lot 2: Design and Structure (Drawing)
- Annex D Lot 1: Financial Offer Form (*to be filled in, stamped, and signed*)
- Annex D Lot 2: Financial Offer Form (*to be filled in, stamped, and signed*)
- Annex E: Technical Evaluation criteria.
- Annex F: Vendor Registration Form (*to be filled in, stamped and signed*)
- Annex G: Eligibility of Joint Ventures for Suppliers (*to be filled in, stamped and signed if applicable*)
- Annex H: UNHCR's General Conditions of Contracts for Civil works (*to be stamped and signed*)
- Annex I: UN Supplier Code of Conduct (*to be stamped and signed*)
- Annex J: Guidelines ERP Manual for Suppliers to use the online portal.
- Annex K: How to Join Microsoft Teams without account.