

## Annex C: Acknowledgement and Confirmation

### Auction Notice: HCR/SUP/MENA/2024/010

This document confirms the bidder's acknowledgement and understanding of the terms and conditions associated with the auction, the items being bid on, and compliance with all relevant legal and financial requirements. Please review and sign below.

- I hereby acknowledge that I have read and understood all the terms and conditions of the auction document.
- I hereby declare that neither I nor any member of my family is related to any UNHCR staff member.
- I acknowledge that all items are purchased as is and where is, and I accept all risks associated with the items once the bid is awarded.
- I confirm that I and/or my company is not on the United Nations Security Council/UNGM/EU Sanctions Lists.
- I understand and accept my financial and logistical responsibilities as outlined in the auction terms stated in Auction Document details sections 1, 6, and 7, including, but not limited to, payment terms, transfer of ownership fees, insurance requirements, and removal and transportation of items.
- I confirm that the information provided in my bid is accurate and true to the best of my knowledge.
- I confirm that I have attached the required Bid Security document for each lot for which I am submitting a bid and physically delivered it to the UNHCR RB MENA office.
- I confirm that Annex D (Customer Request Form) has been fully completed and signed.
- I confirm that Annex E (Financial Offer Form) has been fully completed and signed.
- I have attached a copy of valid identification document<sup>1</sup> for verification purposes.
- I have attached a valid copy of commercial registration.<sup>2</sup>

Signature: \_\_\_\_\_

Print Full Name: \_\_\_\_\_

ID Number: \_\_\_\_\_

Date: \_\_\_\_\_

Company Stamp<sup>3</sup>: \_\_\_\_\_

***Please signed and stamped this document and submit it along with your bid.***

Bids should be sent ONLY via the eTenderBox tool, RB MENA bid mailbox [jorrbmbid@unhcr.org](mailto:jorrbmbid@unhcr.org) or via courier services attention to UNHCR LCC Secretary - Building 177 Prs. Basmah St., Abdoun Amman – Jordan.

<sup>1</sup> Eligibility requirement for Individuals.

<sup>2</sup> Eligibility requirement for Companies

<sup>3</sup> Only companies' offers require stamps, and the form must be printed on a company letterhead.