

**UNHCR**United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

Annex A-BID DATA FORM
RFQ No : 2024/SOP/SCU/RFQ/009

Suppliers are required to provide the below requested Information that will be used by UNHCR in its Technical Evaluation process.

| S/N. | Technical Requirements | <i><u>Yes, we will comply (State, as required)</u></i> | <i><u>No, we cannot comply (state as required)</u></i> |
|------|---|--|--|
| 1. | Company Registration certificate Bidders must be registered with Govt of Pakistan. Proof of registration certificate need to be provided. | | |
| 2. | Offer Validity: The selected bidder will be required to maintain the price offer validity throughout the entire contract duration until final delivery and installation of goods to the delivery location. | | |
| 3. | Payment Terms: Bidders shall accept UNHCR payment terms of 30 days after delivery of the services and verification by UNHCR thereof. | | |
| 4. | Delivery time: Please Clearly mention the lead time / duration / days required to deliver the construction services after issuance of PO. | | |
| 5. | Site Visit: Contractor may conduct a site visit for clarification of required work. (Optional). If contractor intends to conduct a site visit, an email notification should be sent to pakpescu@unhcr.org and confirm participation and this is to be done before the bid submission deadline. | | |
| 6. | UNHCR General Conditions of Contract for Goods and Services (Annex D). Bidders must accept terms of UNHCR's General Conditions of Contract for provision of goods by confirming in Bid data form (Annex-A) | | |
| 7. | UN Suppliers Code of Conduct (Annex E) Bidders must commit themselves to comply with requirements of UN Supplier code of conduct by signing, stamping, and submitting a copy with their Offer to UNHCR. | | |

Company Name: _____

Authorized Person & Title: _____

Signature & stamp: _____

Date: _____