

Annex A – Technical Offer Form/Bid Data Sheet

For RFQ: PAKIS/RFQ/24/031

Sr.	ADMINISTRATIVE CRITERA	Yes / No	Bidder's response
1.	Technical Offer Form / Bid Data Sheet <i>Has the bidder provided filled/completed Annex A – Technical Offer Form/Bid Data Sheet, and have attached the required documentation duly signed and stamped?</i>	Yes / No	
2.	Company / Business Registration <i>Is the Bidder registered with Government Authorities (NTN & STRN, Form H, and/or Incorporation Certificate)? Has the Bidder provided copies of company registration documents, along with a brief company profile?</i>	Yes / No	
3.	UNHCR General Conditions for Goods and Services <i>Has the bidder submitted acknowledged/signed and stamped copy of UNHCR General Conditions for Goods and Services?</i>	Yes / No	
4.	UN Supplier Code of Conduct <i>Has the bidder submitted acknowledged/signed and stamped copy of UN Supplier Code of Conduct?</i>	Yes / No	

Bidders must fulfil all administrative criteria.

Sr.	TECHNICAL CRITERIA	Pass / Fail	Bidder's response
2.	Compliance with UNHCR requirements stated in Annex-B <i>Bidder to provide detailed technical specifications / Brochures as stated in Annex- B.</i>	Pass / Fail	
7.	Delivery / Completion Time <i>Bidder to propose the estimated number of days/months for delivery of the quoted items. UNHCR's expected completion time is 60 calendar days for supply and installation at site in Karachi. Bidders offering longer lead times will not be accepted.</i>	Pass / Fail	
8.	Warranty <i>Warranty and Aftersales: Warranty and aftersales shall be provided as per following:</i> <i>Minimum One-year warranty period for Desktops, UPS, Laptop, Projectors, and Sound System</i>	Pass / Fail	

Bidders must fulfil all technical criteria.