



UNHCR

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

DATE: 21-NOVEMBER 2024

REQUEST FOR QUOTATION: No. PAK/SOQ/2024/030

**CONSTRUCTION OF TWO TRAINING HALLS AT PITAC INSTITUTE QUETTA, IN
BALOCHISTAN**

QUOTATION TO BE RECEIVED BY: 05 DECEMBER 2024 by COB

INTRODUCTION TO UNHCR

The Office of the United Nations High Commissioner for Refugees (UNHCR) was established on December 14, 1950, by the United Nations General Assembly. The agency is mandated to lead and coordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It also has the mandate to help stateless people.

In more than five decades, the agency has helped tens of millions of people restart their lives. Today, a staff of some 6,600 people in more than 110 countries continues to help about 34 million persons. To help and protect some of the world's most vulnerable people in so many places and types of environments, UNHCR must purchase goods and services worldwide. For further information on UNHCR, its mandate, and operations, please see <http://www.unhcr.org>.

1. REQUIREMENTS

- **Quantity:** As per the attached list Annex B
- **Requirement:** As per the attached list (Annex – B)
- **Delivery point:** PITAC, SIRKI ROAD Quetta
- **Delivery time (After receipt of order):** 100 days
- **Completion Time:** 100 days

Find attached in **ANNEX B -Specification** - more information about the requirement for the constructing two training halls at PITAC for UNHCR sub-office Quetta.

Your offer shall be prepared in English.

Please submit your offer using the Annexes provided. Offers not conforming to the requested formats may not be taken into consideration. Your offer should be exclusive of all taxes and duties but must have the transportation charges up to its delivery point. A vendor should provide the rates for each BoQ item in Annex C.

- Currency: PKR
- Unit Cost: delivered at place (DAP - Others)
- Cost of all items/goods: in PKR
- Additional charge, if any (please specify): Transportation, Installation, and labor charges
- Total Cost for goods / Services (all inclusive)

The following annexes form an integral part of this request for quotation:

<i>Annex A:</i>	<i>Technical Requirements</i>
<i>Annex B:</i>	<i>Bill of Quantities</i>
<i>Annex B1:</i>	<i>Drawings</i>
<i>Annex C:</i>	<i>Price Proposal Form</i>
<i>Annex D:</i>	<i>Vendor Registration Form</i>
<i>Annex E:</i>	<i>UNHCR General Terms and Conditions of Civil Works</i>
<i>Annex F:</i>	<i>UN Supplier Code of Conduct</i>

2. RFQ Submission

We would appreciate receiving your quotation on or before **05 DECEMBER 2024** i.e. **THURSDAY** by **17:00 hrs.** The quotations must be accompanied by the below-mentioned documents. Those vendors whose company profiles have already been submitted need not submit them again. However, the vendors should provide the quotation.

Your offer/quotation must be sent with all supporting documents to pakqurfq@unhcr.org in PDF format.

CONSTRUCTION AT PITAC INSTITUTE QUETTA IN BALOCHISTAN

Closing Date: 05 DECEMBER 2024

IMPORTANT: Quotations that are otherwise addressed and/or copied or sent to other addresses or individuals will be marked invalid and not considered for evaluation.

Your quotation must be valid at least for **90** days after the closing date of submission. The standard payment terms of UNHCR are net 30 days upon satisfactory delivery of goods or services and acceptance thereof by UNHCR.

Please find attached in ANNEX E, the UNHCR's *General Terms and Conditions of Civil Works*. You must indicate in your quotation if you accept them.

Thank you for your kind attention.



Supply Chain Unit
UNHCR Sub Office Quetta

**ANNEX A: TECHNICAL REQUIREMENTS
SUPPLIERS SHOULD FILL BELOW TABLE AS PART OF THEIR
OFFER**

Other information pertaining to our Quotation is as Follows	Yes, we will comply and Attached (State, as required)	No, we cannot comply (state as required)
Production/ Delivery lead time: Acceptance to complete the project within a maximum of 100 days from the date UNHCR sends an order to the supplier.		
Delivery Location: DAP PITAC, Sirki Road Quetta.		
Offer Validity: (90 Calendar Days minimum)		
Acceptance of UNCHR UNHCR's <i>General Terms and Conditions of Civil Works</i>		
Acceptance of UN Code of Conduct		
PEC valid Certificate (C5 or above)		
Company qualification and experience Four projects done from year 2020 onwards, each of PKR 7 million or above with supporting documents-		
Technical Capacity One-Project Manager CV One Civil Engineer-CV		
Work Plan		
Financial Capacity Provision of 3 certified audited reports for the last 3 years 2021/2022, 2022/2023 and 2023/2024		

Company Name: _____

Authorized Person & Title: _____

Signature and Stamp: _____

Date: _____