



UNHCR

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

DATE: 28 NOVEMBER 2024

REQUEST FOR EXPRESSION OF INTEREST: No. 2024_REOI_009

FOR THE SUPPLY OF AUCTIONEERING SERVICES IN TÜRKIYE

CLOSING DATE AND TIME: 19 DECEMBER 2024 15:00 HRS CET

The Office of the United Nations High Commissioner for Refugees (UNHCR), established on December 14, 1950 by the United Nations General Assembly¹, intends to establish a Frame Agreement for the provision of Auctioneering Services in Türkiye.

1. PURPOSE OF THIS DOCUMENT

UNHCR seeks qualified service providers and suppliers interested in providing auctioneering services in Türkiye.

The purpose of this Request for Expression of Interest (REOI) is to:

- a. Obtain information on the experience, expertise, capability of interested suppliers and service providers;
- b. Establish a shortlist of pre-qualified suppliers for the next solicitation stage;

This solicitation will be run as a two-stage process with this first REOI stage followed by a solicitation exercise for the pre-qualified suppliers.

2. REQUIREMENTS

Find attached in **ANNEX A** Terms of Reference (ToR) more information about the services required.

3. YOUR SUBMISSION

Your submission shall include, but not limited to, the following:

- The auctioneer shall be legally authorized to perform public auctions in Türkiye and provide original written proof of this. A registration certificate of the company and/or an official auctioneering license must be provided.
- The auctioneer shall provide positive recommendation letters from clients for organizing the sale of diplomatic vehicles within 2019-2024. If you have sold vehicles belonging to embassies, UN agencies or NGOs please highlight it in your expression of interest. Please include the name, email, and phone number of each issuer for potential verification.

¹ For further information on UNHCR, please see <http://www.unhcr.org>

4. PRE-QUALIFICATION CRITERIA

- The auctioneer must be legally authorized to sell vehicles in Turkey and provide documented proof of this. The copy of company registration certificate and/or an official auctioneering license must be submitted.
- The auctioneer must provide at least one positive recommendation letter from clients for organizing the sale of diplomatic vehicles within 2019–2024 in Turkey. Each letter should include the name, email address, and phone number of the issuer for potential verification.

5. CLARIFICATIONS

Clarifications about this REOI can be sought by e-mail to martha@unhcr.org and to kokkinia@unhcr.org by 12 December 2024 noon CET.

6. EOI SUBMISSION

Your submission shall be received on or before **19/12/2024 – 15:00 hrs CET** by e-mail in PDF format to martha@unhcr.org and to kokkinia@unhcr.org

Please be aware of the fact that the e-mail policy employed by UNHCR limits the size of attachments to a maximum of **10 Mb** so it may be necessary to send more than one e-mail for the whole submission.

Please indicate in the e-mail subject field:

- Request for Expression of Interest ref. **2024_REOI_009**
- Name of your company



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UNHCR