
DATE: 29 FEBRUARY 2024

REQUEST FOR QUOTATION (RFQ): No. RFQ/COK/005/2024

**PROCUREMENT OF TWO DEDICATED POINT TO POINT
INTERNET LINKS UNDER A TWO + ONE YEAR FRAME AGREEMENT TO
UNHCR FIELD OFFICES GARDEZ AND BAMYAN, AFGHANISTAN**

QUOTATION TO BE RECEIVED BY: 09 MARCH 2024, 16:00 hours (local time)

1. The Office of the United Nations High Commissioner for Refugees (UNHCR) established on December 14, 1950 by the United Nations General Assembly¹, requests your price quotation for provision of Dedicated Point to Point 30Mbps Internet Link with Four (4) Public IP Addresses to UNHCR Field Office Gardez and 20 Mbps with the same requirement to UNHCR Field Office Bamyán under two year Frame Agreement potentially extendable for one more year.
2. **TECHNICAL SPECIFICATION OF REQUIREMENTS:** The technical specification of the P2P internet services is listed in Annex A/Financial Offer form

In addition to your cost, your offer (ANNEX A) should include information on the following (without VAT):

- Activation time, after signing the contract
- Valid Business licence
- Unit Cost (USD)
- Total Cost (USD)

Please note that UNHCR has tax and duty exemption status.

3. RFQ Submission

We would appreciate receiving your quotation on or before **09/03/2024 – 1600 hrs** by e-mail in PDF format to afgkascu@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 [20] 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:

- RFQ/COK/005/2024
- Name of your firm
- Number of e-mails that are sent (example: 1/2, 2/2 etc.)

Your quotation must be valid as least for [60] days. The standard payment terms of UNHCR is net 30 days upon satisfactory delivery of goods or services and acceptance thereof by UNHCR.

Please find attached in **ANNEX B** the UNHCR's General Conditions of Contracts for the Provision of Services- 2018, and **ANNEX C** the Supplier Code of Conduct. You must clearly

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

Please find attached in ANNEX B the UNHCR's General Conditions of Contracts for the Provision of Services- 2018, and ANNEX C the Supplier Code of Conduct. You must clearly indicate in your quotation if you accept them. You may also sign/stamp this document indicating your acceptance of these terms & conditions.

4. **LATE SUBMISSION OF BIDS**: Bids received after the deadline for submission of bids may not be considered.
5. **BID ACCEPTANCE**: UNHCR reserves the right to accept the whole or part of your bid and UNHCR will not be obliged to accept the lowest offer.
6. **BID VALIDITY**: You are requested to hold your proposal valid for 30 days from the deadline for submission. UNHCR will make its best effort to select a firm within this period.
7. **PAYMENT**: Payment will be made within 30 days of receipt in UNHCR Office in Kabul of invoice following satisfactory provision of the Internet Services. UNHCR does not undertake to pay by letters of credit or in advance of delivery.
8. **THE UN GLOBAL COMPACT**: The UN Global Compact is a call to companies to align strategies and operations with universal principles on human rights, labor, environment and anti-corruption, and take actions that advance societal goals.

UNHCR encourages bidders to sign up to this initiative at:
<https://www.unglobalcompact.org/>

9. **ZERO TOLERANCE POLICY**. Please note that UNHCR strictly follows zero tolerance policy and as such, advises its suppliers not to offer any gift, favour, hospitality, and commission etc. to UNHCR staff. Any suppliers found to be offering gifts, favour, hospitality, and commission etc. to UNHCR staff will be placed on United Nations sanction list and UNHCR will not do business with them anymore.

John Melkenbeek

Senior Supply Officer
UNHCR Country Office Kabul

