

DATE: 19 JULY 2024

REQUEST FOR INFORMATION (RFI):RFI/2024/002

FOR LEASING OF EMPTY LAND FOR PARKING SPACE

CLOSING DATE AND TIME: 2 August 2024 – 23:59 HRS LEBANON LOCAL TIME

The Office of the United Nations High Commissioner for Refugees “UNHCR” in Beirut, Lebanon is requesting information from qualified Real Estate/Property Agents, registered with the Government of Lebanon, for leasing of empty land for parking space in Jnah/Ramlet Baida Area.

This Request for Information (RFI) seeks market information regarding leasing of empty land. This RFI is not a solicitation process and will not result in a contract award, nor does it create any obligation on the part of UNHCR. This RFI is not intended to solicit proposals from prospective Real Estate/Property Agents, but to gather information that would help UNHCR understand the market situation. Responses to this RFI will not be used to prequalify companies. This RFI seeks to collect information/data that will be used to understand the market. All costs associated with the preparation of a response to this RFI shall be covered by the Vendor.

1. General information:

UNHCR is a global organization dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. For further information about UNHCR activities please visit www.unhcr.org/lb.

2. Request for information:

UNHCR is soliciting the market for information to identify potential leasing options in Jnah/Ramlet Baida.

The intention of this RFI is to gather information and gain understanding of the current market of leasing empty land. Subsequent to this RFI and the submissions received, UNHCR may seek clarification(s) on the information provided by your firm.

Your company is kindly requested to provide details of available leasing options and empty piece of land in Jnah/Ramlet Baida area with the following characteristics:

Requirements for empty piece of land to be used as parking space

Required location	Jnah/Ramlet Baida
Parking space	<ul style="list-style-type: none"> - Around 1,330 SQM - Purpose: Parking space used by staff members - With perimeter wall or fencing, connected to access or main road. - Levelled and asphalted - With fence and locked entrance gate - Can fit at least 51 vehicles in line with parking area designing standard (without blocking each other's) - Walking distance of about 100-150 meters from UNHCR office -Beirut Jnah. - Within the vicinity of UNHCR office in Jnah – Ramlet el Baida

Please attach brochures, photographs and any other illustrative details with your submission. UNHCR may inform your company if it wants to visit the building and/or empty land.

In case your company is not able to identify a building and empty piece of land as indicated above, your company is still kindly requested to provide the prevailing per SQM market rate for the empty piece(s) of land as mentioned above for the purpose of long term leasing.

The following annex form integral part of this RFI:

- **Annex A:** UNHCR General Conditions of Contracts for the Provision of Goods and Services – 2018 July revision

In case of any clarification is needed with regards to this RFI, please consolidate and send your request to YOUSFIH@unhcr.org with cc to OMARYT@unhcr.org.

3. Submission Instructions:

Real Estate/Property Agents are kindly requested to submit information including but not limited to the following points:

- Information on the above mentioned leasing options
- General information on company's capabilities and address, telephone and fax numbers, email etc;
- Copy of company registration certificate and licenses;

Interested Real Estate/Property Agents are kindly requested to respond in writing not later than **2 August 2024 - 23:59 Hrs Lebanon local time.**

The documents must be sent by email to YOUSFIH@unhcr.org and copying OMARYT@unhcr.org. The covering letter must bear your official letter head, clearly identifying

your company. Documents including attachments should be submitted in PDF format. Copies of the PDF format documents may, as an addition, be included in Excel or other formats etc.

It is your responsibility to verify that all emails have been received properly before the deadline. Please note that the email 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 email for the whole submission.

Please indicate in the email subject field:

- 2024/RFI/002: Information on leasing of empty land for parking space
- Name of your firm/company with the name of the attachment
- Number of emails sent e.g., 1/3, 2/3, 3/3 etc.

UNHCR will review the responses and may seek further clarifications and information from certain respondents. These requests for clarifications or information may take the form of communication by telephone, in writing or e-mails. UNHCR will not bear any costs relating to the preparation and submission of the RFI responses.

Note: This document is not construed in any way as an offer to contract with your firm.

Thank you for your kind attention.

P.P. Gerard Moya
Senior Supply Officer

UNHCR Office - Beirut, Lebanon

