







**DATE: 21 December 2020**  
**REQUEST FOR QUOTATION (RFQ): No. RFQ/2020/075**  
**FOR THE SUPPLY AND INSTALLATION FIREFIGHTING SYSTEM AT NRC - BEIRUT**

**CLOSING DATE AND TIME: 24 Dec 2020 – 10:00AM(LOCAL) OR EARLIER**

The Office of the United Nations High Commissioner for Refugees (UNHCR) in Beirut invites qualified and eligible vendors, registered with the Government of Lebanon, to make firm offers for the supply and installation of firefighting system at NRC - beirut as of the below listed items.

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

**1. REQUIREMENTS:**

Item #	Item Description	Specifications	Unit of Measure	Qty Needed	Picture
1	Vertical Fire Pump	316 stainless steel made in Italy 15 Horsepower	Unit	2	
2	Control Panels	Materials should be EU standard	Unit	2	
3	Water Tank	2,000 liters made up of 3 layers including the accessories in & out	Unit	4	
4	Landing Valve	Size of 2.5 inch, High quality material	Unit	4	
5	Rolls of fire Hose	1.75 inch X 25 meters with BS aluminum coupling	Unit	6	
6	Water Branch Pipe	BS Standard	Unit	4	

The system should be easy to operate by the user when needed.

Measurements are to be confirmed by the supplier following an assessment visit to the location set on **Tuesday 22/12/2020 at 10:00am**. Address:

UNHCR Beirut Office

NRC in front of S&K Building, Nicolas Ibrahim Surssock Str, Jnah, Beirut & Beirut Governmental Hospital.

- **Product Description**

The firefighting system should consist of two subsystems to cover the complete center.

The first subsystem (A) should be located at the prefab sides close to the staff entrance where a 10 thousand liters water tank is already available for the system. The second subsystem (B) should be located at the big waiting area close to the generators; 8 thousands liters water to be distributed on the top of the prefabs at the waiting area, four water tanks of 2 thousands liters to be installed and connected together to the sub pump at the subsystem (B).

The system requires the following features:

- Two 316 stainless steel made in Italy 15 Horsepower vertical fire pumps (one pump for each subsystem).
- One control panel for each subsystem. Location to be confirmed by the engineers.
- Four 2,000 liters 3 layers Accessories in & out for the subsystem (B)
- Four Landing Valves 2.5 inch.
- Six rolls fire Hose, 1.75-inch X 25 meters with BS aluminum coupling
- Four water branch pipes BS Standard.

- **Maintenance**

The company is to provide at least 1-year warranty for the system.

The company should conduct maintenance visits one time per month which will include the testing of the system (maintenance visits to be scheduled by the FSU on Saturdays) and fixing any problem if exist.

## **2. BIDDING INFORMATION:**

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

Annex A: Financial Offer Form;

Annex B: UNHCR Vendor Registration Form - June 2018;

Annex C: UNHCR General Conditions - Procurement of Goods – July 2018;

## **3. BID EVALUATION:**

All bids will be evaluated based on compliance with the established UNHCR requirements and delivery terms, price and verification of submitted sample.

**The evaluation will consist of 2 phases:**

**Phase one:** General evaluation / Pass/Fail Criteria

- ✓ The company is registered and licensed to provide such goods / services;
- ✓ The company was established and has been selling similar products for a minimum of 3 years;
- ✓ Company must fill, sign and stamp the Vender Registration Form, in case they are not registered in UNCHR vendor data base;

**Phase two:** Sample or data sheet evaluation

Only items that passes the below will be financially evaluated

- ✓ Sample or Data sheet are in line with the above criteria and are approved by the technical evaluation team;

#### **4. BIDDING INFORMATION:**

- **Bidders are required to submit all their queries** in respect of this request for quote to [elahmady@unhcr.org](mailto:elahmady@unhcr.org). UNHCR may, at its discretion, copy any reply to a particular question to all other invited bidders.
- **Language:** Bids shall be prepared in English.
- **CURRENCY:** Your quote shall be in US\$.
- **PRICES:** unit cost must be provided excluding VAT and it must be “all-inclusive” price.

#### **5. YOUR OFFER:**

The following should be submitted as part of your offer:

- Official registration document(s) with Lebanese government, showing the year of establishment;
- Proof that the company was established and has been selling similar products for a minimum of 3 years;
- Filled, signed and stamped vendor registration form;
- Data sheet OR sample for quoted product;

Failure to submit all of the above by the closing date **24<sup>th</sup> of December 2020, 10:00am (LOCAL TIME) or earlier**, may result in disqualifying your offer.

#### **6. SUBMISSION OF BIDS AND SAMPLE:**

##### **6.1 Bid Submission:**

Bids must be submitted as follows: by e-mail in PDF format to [elahmady@unhcr.org](mailto:elahmady@unhcr.org)

Please indicate in the e-mail subject field:

- RFQ/2020/075
- Name of your firm

##### **6.2 Sample/Data sheet:**

**Appreciate if you can provide UNHCR with a sample OR Data sheet of the offered product before the deadline of the RFQ, 24 December 2020, 10.00am**

- a- **No Samples required**
- b- **Whereas data sheet can be sent with your offer to [elahmady@unhcr.org](mailto:elahmady@unhcr.org)**

**All bids must be received latest by 24<sup>th</sup> of December 2020, 10:00am (LOCAL TIME) or earlier.**

Note: UNHCR may conduct a due diligence/supplier verification exercise if the bidders are not known to UNHCR or have not already worked satisfactorily for UNHCR in the past, if the bidders are found to be technically compliant by-passing technical evaluation. Should the findings of the due diligence/supplier verification indicate non-suitability of bidders, the finding of the due diligence/supplier verification report will prevail

**LATE SUBMISSION OF BIDS:** Bids received after the deadline for submission of bids may not be considered.

**BID ACCEPTANCE:** UNHCR reserves the right to accept the whole or part of your bid. The lowest tender needs not be accepted.

**BID VALIDITY:** You are requested to hold your proposal valid for 45 days from the deadline for submission. UNHCR will make its best effort to select a firm within this period.

**PAYMENT:** Payment will be made within 30 days of receipt of invoice at UNHCR Office in Beirut following satisfactory delivery of services. UNHCR does not undertake to pay by letters of credit or in advance of delivery.

Yours sincerely,

Muntasir Siddig  
Supply Officer  
UNHCR Office - Beirut, Lebanon