



**UNHCR**

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

**DATE: 27 October 2026**

**REQUEST FOR PROPOSAL: No. BGD-UNHCR RFP 3830**  
**FOR THE DESIGN, BoQ, SUPPLY, INSTALLATION, TESTING**  
**AND COMMISSIONING SOLAR PV HYBRID POWER SYSTEMS FOR**

**TWO REFUGEE HIGHER EDUCATION CENTRES (RHECs), COX'S BAZAR – LOT 1:**  
**CAMP 4; LOT 2: CAMP 13**

**CLOSING DATE AND TIME: 23 November 2026 – 23:59 hrs Bangladesh Standard Time (BST)**

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**INTRODUCTION TO UNHCR**

The Office of the United Nations High Commissioner for Refugees was established on 14 December 1950 by the United Nations General Assembly. The agency is mandated to lead and co-ordinate 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 a mandate to help stateless people.

Since then, the agency has helped tens of millions of people restart their lives. To help and protect some of the world's most vulnerable people in so many places and types of environment, UNHCR must purchase goods and services worldwide. For further information on UNHCR, its mandate and operations please see <http://www.unhcr.org>.

**1. REQUIREMENTS**

The Office of the United Nations High Commissioner for Refugees (UNHCR), Sub-Office Cox's Bazar, Bangladesh, invites qualified solar PV contractors to make a firm offer for the design, BoQ, supply, installation, testing and commissioning, on a turnkey basis, of a Solar PV Hybrid Power System (solar PV with LiFePO<sub>4</sub> battery storage) at each of two Refugee Higher Education Centres (RHECs) in the Rohingya refugee camps, Cox's Bazar.

**IMPORTANT:**

The Terms of Reference (ToR) are detailed in Annex A of this document.

The requirement is divided into two (2) lots: Lot 1 – RHEC Camp 4; Lot 2 – RHEC Camp 13. Bidders may bid for one or both lots. Each lot will be evaluated and awarded separately, and one Construction Services Contract (Annex N) and Purchase Order will be issued per lot. The works for each lot shall be completed within ninety (90) calendar days from contract signature (Lot 1) or from UNHCR's written Notice to Proceed (Lot 2). Prices shall remain fixed for the duration of the contract.

Lot 2 – Notice to Proceed: the Camp 13 RHEC building is under construction. Lot 2 works shall start only upon UNHCR's written Notice to Proceed, to be issued once the building is ready for installation.



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If the Notice to Proceed is not issued within six (6) months of contract signature, either party may request a price review, or UNHCR may cancel the Lot 2 contract without liability to either party.

The connected load and minimum technical requirements are set out in the ToR (Annex A). Bidders shall size their proposed system to meet these requirements. The contract price per lot is a lump sum based on the bidder's priced BoQ (Annex E).

Other United Nations Agencies, Funds and Programmes shall be entitled to the same prices and terms as those contained in the offers of the successful bidders and could form the basis for a contract with other UN Agencies.

**IMPORTANT:**

When a Contract is awarded, termination shall be governed by the Construction Services Contract (Annex N) and articles 68 and 69 of the General Conditions of Contract for Civil Works (Annex I). The initiation of conciliation or arbitral proceedings in accordance with article 71 of the UNHCR General Conditions of Contract for Civil Works (Annex I) shall not be deemed to be a "cause" for or otherwise to be in itself a termination of the Contract (article 68).

It is strongly recommended that this Request for Proposal and its annexes be read thoroughly. Failure to observe the procedures laid out therein may result in disqualification from the evaluation process.

Sub-Contracting: Please take careful note of article 7 of the attached General Conditions of Contract for Civil Works (Annex I).

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

**2. BIDDING INFORMATION:**

**2.1. RFP DOCUMENTS**

The following annexes form an integral part of this Request for Proposal:

|          |                                                                                                 |
|----------|-------------------------------------------------------------------------------------------------|
| Annex A: | Terms of Reference (ToR)                                                                        |
| Annex B: | Technical Bill of Quantities – no prices (B1: Lot 1 Camp 4; B2: Lot 2 Camp 13)                  |
| Annex C: | Structural design of RHEC                                                                       |
| Annex D: | Technical Specification Format                                                                  |
| Annex E: | Financial Offer Forms (E1: Lot 1 Camp 4; E2: Lot 2 Camp 13)                                     |
| Annex F: | Technical Evaluation Scoring Matrix                                                             |
| Annex G: | Bid Security Form                                                                               |
| Annex H: | UNHCR Cloud ERP Supplier Portal Manual                                                          |
| Annex I: | UNHCR General Conditions of Contract for Civil Works (October 2000)                             |
| Annex J: | Curriculum Vitae (CV) Template for Proposed Key Personnel                                       |
| Annex K: | UN Supplier Code of Conduct                                                                     |
| Annex L: | Bidder's Undertaking Form                                                                       |
| Annex M: | Letter of Commitment for Bank's Undertaking for Line of Credit                                  |
| Annex N: | UNHCR Model Construction Services Contract (to be signed by the successful bidder for each lot) |

**2.2 ACKNOWLEDGMENT**



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We would appreciate your informing us of the receipt of this RFP by using the “Acknowledge Participation” function for negotiation BGD-UNHCR RFP 3830 in the UNHCR Cloud ERP Supplier Portal (Annex H) as to:

- Your confirmation of receipt of this RFP
- Whether or not you will be submitting a bid

**IMPORTANT:**

Failure to send the above requested information may result in disqualification of your offer from further evaluation.

## 2.3 REQUESTS FOR CLARIFICATION

Bidders are required to submit any request for clarification or any question in respect of this RFP through the “Messages” function of the negotiation in the UNHCR Cloud ERP Supplier Portal (Annex H). **The deadline for receipt of questions is 23:59 hrs BST on 12 November 2026.** Bidders are requested to keep all questions concise.

**IMPORTANT:**

Please note that Bid Submissions are NOT to be sent by e-mail. Bid Submissions sent outside the Cloud ERP Supplier Portal will result in disqualification of the offer.

UNHCR will reply to the questions received as soon as possible by means of publication in the Cloud ERP Supplier Portal to all bidders who have acknowledged participation.

### **Pre-bid conference and site visit:**

UNHCR will organize an online supplier **pre-bid conference** through Microsoft Teams on **5 November 2026 at 10:30 hrs BST**, and **site visits** to the RHEC in Camp 4 (Lot 1) and the RHEC site in Camp 13 (Lot 2; building under construction) on **9 November 2026**. A maximum of two representatives per company is allowed. Names, mobile numbers and NID/passport numbers of the company’s representatives must be provided, at least three (3) working days in advance, through the Cloud ERP “Messages” function so that camp access can be arranged. Changes in staff need to be shared in advance; otherwise, they will not be able to participate.

Participation in the pre-bid conference and site visits shall be at the bidders’ own expense. There will be no reimbursement from UNHCR. Bidders may also join the meeting through the following link:

[Join the meeting now](#)

Participation in the site visit to the RHEC in Camp 4 is **MANDATORY for bidders submitting an offer for Lot 1**; proof of attendance (UNHCR attendance sheet) is a pre-qualification requirement. Participation in the pre-bid conference and in the Camp 13 visit (Lot 2) is strongly recommended. After the conference, a Questions & Answers document will be published in the Cloud ERP Supplier Portal for all bidders.

## 2.4 YOUR OFFER

**IMPORTANT:**



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Cancellation of Solicitation: UNHCR reserves the right to cancel a Solicitation at any stage of the procurement process prior to final notice of award of a contract.

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.

**IMPORTANT:**

Inclusion of copies of your offer with any correspondence sent directly to the attention of the responsible buyer or any other UNHCR staff, rather than through the Cloud ERP Supplier Portal, will result in disqualification of the offer. Please submit your bid as described in the "Submission of Bid" section (2.6) of this RFP.

Your offer shall comprise the following two sets of documents:

- Technical offer
- Financial offer

## 2.4.1 Content of the TECHNICAL OFFER

**IMPORTANT:**

No pricing information should be included in the Technical offer. Failure to comply may risk disqualification. The technical offer should contain all information required.

The Terms of Reference (ToR) of the works requested by UNHCR can be found in Annex A. Clearly state and disclose any discrepancies with the specifications given (Annex D, Company Confirmation).

Your technical offer should be concisely presented and structured in the following order, for each lot bid, to include, but not necessarily be limited to, the following information (scoring as per Annex F):

- **Description of the company and the company's qualifications**

A description of your company with the following documents: company profile, trade licences (FY 2024–2025 to FY 2026–2027), registration certificate, ISO certificates, and audit reports for 2023–2025 or a bank credit-line letter (Annex M):

- Year founded;
- If multi location company, specify headquarters location;
- Number of similar solar PV projects ( $\geq 20$  kWp) successfully completed – minimum three (3), with completion certificates and client references;
- Minimum three (3) years of experience in solar PV implementation;
- Number of similar projects currently underway;
- Total number of clients;

Include any information that will facilitate our evaluation of your company's substantive reliability, financial and managerial capacity to deliver the works.

- **Understanding of the requirements of the works, proposed approach, solutions, methodology and outputs**



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Any comments or suggestions on the TOR, as well as your detailed description of the manner in which your company would respond to the TOR:

- A completed Technical BoQ without prices (Annex B) and Technical Specification Format (Annex D) for each lot bid, consistent with each other and with the single line diagram and datasheets;
  - Implementation methodology, risk mitigation, QA/QC, testing and commissioning approach, work plan and schedule;
  - Preliminary system design: load analysis, energy simulation (PVsyst/HOMER or equivalent, naming the irradiation dataset), single line diagram, battery autonomy calculation, cable and protection sizing, earthing and lightning protection concept (ToR Sections 5–7);
  - Manufacturer datasheets, certificates and test reports (incl. UL 9540A or equivalent for the BESS), manufacturer authorisation letters, warranty statements, QA plan, equipment/tools list, HSE plan, DLP maintenance and spares plan, and training plan.
- **Proposed personnel to carry out the assignment**  
The composition of the team you propose to provide.
- Curriculum Vitae (Annex J) with copies of degrees and licences of the Project Manager, two Electrical/Solar Design Engineers and the Site Supervisor (ToR Section 13; Annex F, criterion 4).

No substitution of key personnel will be made without prior written consent from UNHCR. All personnel working in the camps shall comply with camp access requirements, the UN Supplier Code of Conduct and UNHCR requirements on Prevention of Sexual Exploitation and Abuse (PSEA).

- **Supplier registration:** All bidders must be registered in the UNHCR Cloud ERP Supplier Portal (Annex H) before submitting their bid (see Section 2.5.1).

**Bidders already registered with UNHCR should use their existing supplier profile and indicate their UNHCR Supplier ID.**

- **UNHCR General Conditions of Contract for Civil Works:** Your technical offer should contain your acknowledgement of the UNHCR General Conditions of Contract for Civil Works by signing Annex I, and your acceptance of the UNHCR model Construction Services Contract (Annex N).
- **UN Supplier Code of Conduct:** Your technical offer should contain your acknowledgement of the UN Supplier Code of Conduct by signing Annex K.
- **Bid Security:** In order to participate in this RFP, you are required to submit an original bid security of BDT 200,000 for each lot bid, in the form of a bank guarantee issued by a scheduled bank of Bangladesh acceptable to UNHCR, using the template in Annex G. The bid security must be valid for 150 days after the closing date. Bids without a valid original bid security will be rejected. Unsuccessful bidders' bid securities will be returned promptly after award; the successful bidder's bid security will be returned upon contract signature.

- **Bidder's Undertaking:** Sign and submit the Bidder's Undertaking Form (Annex L) with your technical offer.
- **Financial capacity:** Submit audit reports for the past three years (2023, 2024, 2025) showing liquid assets, or a Letter of Commitment for Bank's Undertaking for Line of Credit (Annex M) issued by a scheduled bank of Bangladesh not earlier than 28 days before the original closing date, for a minimum of BDT 5,000,000 per lot bid (BDT 10,000,000 if bidding for both lots).

**However, please note that submitting an offer is deemed as full acceptance of UNHCR's General Conditions of Contract for Civil Works.**

**A supplier visit may be required to complement the narrative of the technical evaluation.**

#### **2.4.2 Content of the FINANCIAL OFFER**

Your separate Financial Offer must contain an overall offer, per lot, in a single currency: Bangladeshi Taka (BDT).

The financial offer must cover all the goods, works and services to be provided (price "all inclusive"), including design, BoQ preparation, supply, transport, installation, testing, commissioning, training, documentation, warranty and Defect Liability Period obligations.

The Financial Offer is to be submitted as per the Financial Offer Forms / Priced BoQ (Annex E1 for Lot 1, Annex E2 for Lot 2), one per lot. Bids that have a different price structure may not be accepted.

UNHCR is exempt from all direct taxes and customs duties. In this regard, prices shall be given without VAT.

You are requested to hold your offer valid for 120 days from the deadline for submission. UNHCR will make its best effort to select a company within this period. UNHCR's standard payment terms are within 30 days after satisfactory implementation and receipt of documents in order.

The cost of preparing a bid and of negotiating a contract, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment. Any activity undertaken or expenses incurred in preparation of a contract before an actual contract is signed shall be borne by the Bidder. An advance notice or information of award is not to be considered as a contract.

UNHCR will not provide any advance payments or payments by letter of credit. Payments will be made by bank transfer net thirty (30) days after UNHCR's acceptance of each milestone and of the contractor's invoice, per lot, as follows (ToR Section 14):

- 20% on UNHCR approval of the Site Assessment Report and Detailed Engineering Design;
- 40% on delivery of major equipment to site, following UNHCR inspection and acceptance;
- 20% on installation completion, verified by UNHCR;



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- 20% on successful testing and commissioning, Final Acceptance Test, training and handover;
- Retention: 10% will be withheld from each milestone payment. The accumulated retention will be released within 30 days of the Certificate of Final Completion, issued on expiry of the 12-month Defect Liability Period and rectification of all notified defects.

The 10% retention secures performance and the rectification of defects, as provided in the Construction Services Contract (Annex N).

Liquidated damages: if the works of a lot are not completed within the contractual period, UNHCR may deduct liquidated damages of 0.1% of the lot contract value per calendar day of delay, up to a maximum of 10% of the lot contract value, without prejudice to UNHCR's other remedies under the General Conditions of Contract.

## 2.5 **BID EVALUATION:**

Each proposal from a Bidder will be considered separately and independently. Bidders shall submit a complete proposal for each solicitation in which they wish to participate. References to previous or on-going proposals will not be considered. Award of a previous contract with UNHCR will not be considered in itself as a preference or guarantee for the award of future solicitations on the same subject. Each lot will be evaluated separately.

### 2.5.1 **Supplier Registration in Cloud ERP System:**

If you are interested in submitting a response to this RFP, please prepare your proposal in accordance with the requirements and procedures as set out in this Request for Proposal and submit it by the deadline for submission of proposals set out in this document and in the supplier portal.

Offers must be submitted through the Cloud ERP portal. In case you have never registered before, you can register a profile using the registration link [Click Here for New Supplier Registration Link](#) and follow the instructions in guides available on the UNHCR website: [Supplier Portal User Manual](#) or UNHCR Supplier Portal registration manual (**Annex H**).

Do not create a new profile if you are already registered. Kindly use this link: <https://supplier-portal.unhcr.org/> to log in with your email address and password. Use the forgotten password feature in case you do not know/remember your password or username from previous registration; please refer to **pages 38–40 of the UNHCR Supplier Portal registration manual (Annex H)**.

In the event suppliers need to change the e-mail account in the system, it will be required to edit the focal person's information and contact details in the system. The Registration Guide and User Manual are available at the following link: [Supplier Portal User Manual](#).

Should the bidder encounter any difficulties navigating the Cloud ERP, requests for assistance should be submitted via email to [bgdcosup@unhcr.org](mailto:bgdcosup@unhcr.org) at least four (04) working days before the tender closing date. Bidders are encouraged to register at the earliest to allow sufficient time to resolve challenges before the tender closing date. **Tutorial videos for [Negotiation Module Bid Submission Tutorial](#).**

The qualified suppliers will be added to the Vendor Database after investigation of suitability based on the submitted Vendor Registration Form and supporting documents. The investigation involves consideration of several factors such as:

- Financial standing,
- Core business,
- Track record,
- Contract capacity.

This will be followed later by performance evaluation as a supplier such as:

- Random / periodic testing of the supplier's products/services,
- Ability to respond quickly to Agency's needs,
- Timely delivery,
- Dependability of products and services,
- Lead time for delivery.

## 2.5.2 Pre-qualification criteria:

UNHCR has established a set of fundamental pre-qualifying criteria that each bidder must meet (must obtain "PASS" as merit for all criteria) in order to be further considered for Technical and Financial Evaluations. The pre-qualifying criteria are as follows:

Bangladeshi companies, or any joint venture-leading firm, that have a valid business registration and relevant experience to operate business in Bangladesh are eligible to participate.

| Pre-qualification Criteria                                                                                                      | Merit (Pass / Fail) |
|---------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 1. Valid trade licence for FY 2026–2027, with licences for FY 2024–2025 and FY 2025–2026.                                       | PASS/FAIL           |
| 2. VAT registration certificate (BIN).                                                                                          | PASS/FAIL           |
| 3. TIN certificate.                                                                                                             | PASS/FAIL           |
| 4. Company profile showing a minimum of three (3) years of experience in solar PV implementation.                               | PASS/FAIL           |
| 5. Proof of site visit (Lot 1 – Camp 4 only), as recorded in UNHCR's attendance sheet.                                          | PASS/FAIL           |
| 6. Audit reports 2023–2025 or bank credit-line letter (Annex M) for the minimum amount stated in Section 2.4.1.                 | PASS/FAIL           |
| 7. Confirmation that the PV modules offered are on the BloombergNEF Tier-1 list (latest quarter).                               | PASS/FAIL           |
| 8. At least three (3) completed solar PV projects of $\geq 20$ kWp, with purchase orders/contracts and completion certificates. | PASS/FAIL           |
| 9. Mandatory certifications: PV modules IEC 61215/61730/61701; inverter IEC 62109; BESS IEC 62619 and UN 38.3.                  | PASS/FAIL           |
| 10. Signed acknowledgement of the GCC for Civil Works (Annex I) and the UN Supplier Code of Conduct (Annex K).                  | PASS/FAIL           |
| 11. Signed Bidder's Undertaking Form (Annex L).                                                                                 | PASS/FAIL           |
| 12. Original bid security for each lot bid (Annex G).                                                                           | PASS/FAIL           |

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|                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Is the supplier eligible as per the UNGM Vendor Ineligibility List? (This criterion will be assessed internally by UNHCR; bidders are not required to respond.) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                         |
|-------------------------|
| ELIGIBLE/<br>INELIGIBLE |
|-------------------------|

**Note:** In the event that any administrative documents are missing at the time of submission, UNHCR will contact the concerned bidder(s) after the tender closing date during the technical evaluation phase. The bidder(s) will be required to provide the missing document(s) within a specified deadline. Failure to submit the requested documents within the stipulated timeframe will result in technical disqualification.

**UNHCR reserves the right to conduct due diligence at any stage of the procurement process. Any false or misleading information may result in disqualification from the tendering process at any stage.**

**During the evaluation,** the supplier(s) qualification will be determined by UNHCR, after analysis and validation of the Vendor Registration Form and self-registration in Cloud ERP supplier portal, and supporting documentation required. Such analysis and validation involve consideration of several factors supported by relevant documentation such as: financial standing, core business, track record, contract capacity, verification that the supplier is not part of UN ineligibility lists.

### 2.5.3 Technical and Financial evaluation:

For the award of this project, UNHCR has established evaluation criteria which govern the selection of offers received. Evaluation is made on a technical and financial basis. The percentage assigned to each component is determined in advance as follows:

The Technical offer will be evaluated using inter alia the following criteria and points distribution (detailed scoring in Annex F, applied separately to each lot); the technical offer represents 70 points (70%) of the total score:

| Criteria                                         | Maximum points |
|--------------------------------------------------|----------------|
| 1. Company Profile & Capacity                    | 18             |
| 2. Quality of Technical Offer and Implementation | 44             |
| 3. After-sales, Defect Liability and Training    | 8              |
| <b>Total:</b>                                    | <b>70</b>      |

The Technical offer score will be calculated according to the percentage distribution for the technical and financial offers.

The cut-off point for submissions to be considered technically compliant will be 42 points out of 70 maximum obtainable points. A bid that does not reach 42 points will not proceed to the financial evaluation.

In addition, an offer will be considered technically compliant only if, under criterion 5 of Annex F (Overall quality and relevance of the technical offer and system design), it (a) includes all six mandatory design requirements (load analysis, energy simulation, PV array sizing, hybrid inverter sizing, BESS sizing and single line diagram) with the PV array and BESS sized at or above the ToR minimum, and (b) scores at least 18 of the 26 points. An offer that does not



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meet both conditions will not proceed to the financial evaluation, regardless of its total technical score.

UNHCR may conduct reference checks and/or supplier visits for technically compliant bidders before award.

**Clarifications of Proposals:**

To assist in the examination, evaluation and comparison of proposals UNHCR may at its discretion ask the Bidder for clarification about the content of the proposal. The request for clarification and the response shall be in writing and no change in price or substance of the proposal shall be sought, offered or accepted.

The Financial offer will use the following percentage distribution: 30 points (30%) of the total score.

The financial component will be analyzed only for those suppliers that pass the technical evaluation.

The maximum number of points will be allotted to the lowest price offer among the technically compliant bids for each lot. All other price offers will receive points in inverse proportion to the lowest price; e.g.,  $[\text{total Price Component}] \times [\text{BDT lowest}] / [\text{BDT other}] = \text{points for other supplier's Price Component}$ .

The total score = technical score (maximum 70 points) + financial score (maximum 30 points). The award will be made, per lot, to the bidder with the highest combined score.

**2.6 SUBMISSION OF BID:**

The offers must bear your official letter head, clearly identifying your company.

Bids must be submitted through the UNHCR Cloud ERP Supplier Portal and all attachments should be in PDF format. (Copies of the PDF format documents may, as an addition, be included in Excel or other formats etc.).

The Technical and Financial offers shall be clearly separated and uploaded in their respective designated sections of the negotiation.

**Bids must be submitted ONLY through the Cloud ERP Supplier Portal: <https://supplier-portal.unhcr.org> (step-by-step instructions in Annex H).**

**IMPORTANT:**

The technical offer and financial offer are to be sent in separate documents. Failure to do so may result in disqualification.

**Deadline:** 23 November 2026, **23:59 hrs BST.**

**Bid security:** the original bid security (Annex G) must be delivered before the closing date and time, in a sealed envelope marked with the bidder's name and addressed to: THE BID OPENING COMMITTEE, BGD-UNHCR RFP 3830, UNHCR SUB-OFFICE COX'S BAZAR,

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MOTEL ROAD, COX'S BAZAR, BANGLADESH. It must be deposited in the tender box at the UNHCR Sub-Office security post (main gate) and recorded in the register. Scanned copies will not be accepted. A scanned copy must also be uploaded with the technical offer.

**IMPORTANT:**

Any bid received after this date or submitted outside the Cloud ERP Supplier Portal may be rejected. UNHCR may, at its discretion, extend the deadline for the submission of bids, by notifying all prospective bidders simultaneously.

Bidders having any challenges in submitting their proposals should request assistance by sending an email to [bgdcosup@unhcr.org](mailto:bgdcosup@unhcr.org), at least 4 working days before the tender closing **date**. Bidders are encouraged to upload their proposals in good time to allow for any technical issues to be resolved.

It is your responsibility to verify that your bid has been submitted properly before the deadline. Please be aware that the Cloud ERP limits the size of attachments to a maximum of 20 Mb in each required field. Bidders facing difficulties with the Cloud ERP should request assistance by e-mail to [bgdcosup@unhcr.org](mailto:bgdcosup@unhcr.org) at least four (4) working days before the closing date.

UNHCR will not be responsible for locating or securing any information that is not identified in the bid. Accordingly, to ensure that sufficient information is available, the bidder shall furnish, as part of the bid, any descriptive material such as extracts, descriptions, and other necessary information it deems would enhance the comprehension of its offer.

**RFP KEY DATES:**

|                                      |                                             |
|--------------------------------------|---------------------------------------------|
| RFP issue date                       | <b>27 October 2026</b>                      |
| Pre-bid conference (Microsoft Teams) | <b>5 November 2026 at 10:30 hrs BST</b>     |
| Site visits (mandatory for Lot 1)    | <b>9 November 2026</b>                      |
| Questions submission deadline        | <b>By 23:59 hrs BST on 12 November 2026</b> |
| RFP submission deadline              | <b>By 23 November 2026 – 23:59 hrs BST</b>  |

**2.7 BID ACCEPTANCE:**

UNHCR reserves the right to accept the whole or part of your bid, to award one or both lots, and to award the lots to different bidders.

UNHCR may at its discretion increase or decrease the proposed content when awarding the contract and would not expect a significant variation of the rate submitted. Any change in scope after contract signature shall be treated as a variation under article 48 of the GCC for Civil Works (Annex I), valued at the rates in the priced BoQ (Annex E).

UNHCR may, at its discretion, extend the deadline for the submission of bids, by notifying all prospective suppliers in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by UNHCR at its own initiative or in response to a clarification requested by a prospective supplier.



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Please note that UNHCR is not bound to select any of the firms submitting bids and does not bind itself in any way to select the firm offering the lowest price. Furthermore, the contract will be awarded to the bid considered most responsive to the needs, as well as conforming to UNHCR's general principles, including economy and efficiency and best value for money.

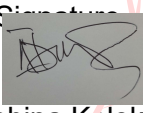
## **2.8 CURRENCY AND PAYMENT TERMS FOR PURCHASE ORDERS**

Any Purchase Order (PO) issued as a result of this RFP will be made in the currency of the winning offer(s). Payment will be made in accordance with the Construction Services Contract (Annex N) and the General Conditions of Contract for Civil Works, against the payment milestones in Section 2.4.2, and in the currency in which the PO is issued. Payments shall only be initiated after confirmation of successful completion of the relevant milestone by the UNHCR business owner.

## **2.9 UNHCR GENERAL CONDITIONS OF CONTRACT FOR CIVIL WORKS AND MODEL CONTRACT**

Please note that the General Conditions of Contract for Civil Works (Annex I) and the UNHCR model Construction Services Contract (Annex N) will be strictly adhered to for the purpose of any future contract. The Bidder must confirm the acceptance of these terms and conditions in writing.

Digitally signed  
by Ibrahim  
Mansaray  
Date:  
2026.10.28  
10:28:33  
+06'00'



Robina Kolok

Senior Supply Officer  
Supply Unit  
UNHCR Sub-Office Cox's Bazar, Bangladesh