

Tender Notice

REQUEST FOR QUOTATION No. UNHCR RFQ 2458

Establishment of Frame Agreement for Supply and delivery of cleaning materials for UNHCR Registration Centers in Erbil, Duhok, and Sulaymaniyah, Iraq, for a duration of two years (1+1)

RFQ KEY DATES:

RFQ Issue Date	24 February 2026
Questions submission deadline	4 March 2026 at 23:59 HRS Iraq standard time
Pre-bid conference date	4 March 2026 at 14:00 HRS Iraq standard time
RFQ Submission deadline	16 March 2026, 2026, at 12:00 HRS Iraq time

SUBMISSION OF BIDS:

Please note that bids must be submitted directly to the online portal, responding to the questions, and uploading required documents by the date and time indicated in the online portal. It is your full responsibility to ensure that your submission is submitted before the deadline. Bids received outside the online portal, for any reason, will not be considered for evaluation. **It is strongly recommended to carefully read (Annex G) – Supplier Portal Manual.**

PRE-BID CONFERENCE:

UNHCR will organize a supplier pre-bid conference on MS Teams, on the 4th of March 2026 at 14:00 Iraq standard time. A maximum of one representative per company is allowed. Name and contact details of the company's representatives must be provided, at least one working day in advance, by e-mail to IRQE.RPROC@unhcr.org , CC: Jelo@unhcr.org

ANNEXES:

- Annex A: Terms of Reference
- Annex B: Technical Evaluation Criteria
- Annex C: Financial Offer Form
- Annex D: UNHCR Vendor Registration Form
- Annex E: UNHCR General Conditions of Contracts for the provision of Goods and Services
- Annex F: UN Supplier Code of Conduct
- Annex G: Guidelines ERP Manual for Suppliers to use Online Portal
- Annex H: How to join Microsoft Teams