

## **UNHCR REQUEST FOR PROPOSAL: 2021/ITB/004**

FOR THE ESTABLISHMENT  
OF A FRAME AGREEMENT FOR THE PROVISION OF  
Office Stationery and Glass Boards

CLOSING DATE AND TIME: **26/10/2021 – 23:59 hrs CEST**

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**PLEASE find below the questions and answers DOCUMENT to UNHCR 2021-ITB-004.**

**All other terms and conditions remain unchanged.**

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Fabrizio Bertora  
Chief of Section, HQ Procurement  
Procurement Service  
The United Nations High Commissioner for Refugees (UNHCR)

#	Questions	Answers
1	Does our company need to undergo any prequalification to take part in an invitation?	No
2	We did not find information about the quantities? I mean could you please provide for us approx budget or how many workers are supplied by this tender?	<p><i>While we do not commit to any minimum ordered quantity, we can share that the estimated requirement for the initial 3-year contract period is approximately HUF 24,000,000 (twenty-four million HUF). Please note that orders are expected to be placed in 6-15 number of POs per year.</i></p> <p>We have approx. 500 colleagues in two office buildings.</p>
3	If you are not allowed to provide this information, what is the experience from the previous year?	See previous answers