

ANNEX B

RFQ/HCR/SYR/23/101 - TECHNICAL OFFER FORM

Supply, delivery, and installation of smart lock system to the UNHCR Aleppo Sub-Office in Syria

Dear Sir/Madam:

We, the undersigned, offer to provide and install a smart lock system to the UNHCR Aleppo Sub Office in Syria in accordance with your tender, RFQ No. RFQ/HCR/SYR/23/101.

Item no.	REQUIREMENTS (minimum acceptable specifications)	Qty	UoM	Compliance with Technical Specifications		Comments (If offer is different from the requirements, please specify, alternative offer must be similar or higher than the required specifications)
				Yes	No	
I.	Smart lock System to the UNHCR Aleppo Sub Office	17	Doors			
1	Please provide brand and model					
2	Adapted to 6068 standard lock bodies and C-level lock cylinders					
3	Door locks should operate and be powered by AA alkaline batteries					
4	In-line lock cylinder					
5	Low battery reminder with timely notifications					
6	Emergency power supply via micro-USB when batteries are completely dead					
7	Recording of door opening events during power failures					
8	Anti-pry alarm and voice navigation					
9	Auto-Lock and Auto-Unlock Features					
10	Remote Locking and Unlocking					
11	Panel Material: Aluminum					
12	Lock Body Type: Lift-up lock body					
13	Door Opening Direction: Left open/right opening (supports left and right interchange)					
14	Free Handle: Supported					
15	Cylinder Level: C-level					
16	Door Hole Size: Door margin 60mm, center distance 68mm					
17	Unlocking Method: M1 Card, mechanical key					
18	Card Capacity: 100 (Minimum)					
19	Network: 2.4G Wi-Fi 802.11 b/g/n					
20	Card Reading Duration: Reaction time < 1 second					
21	Power-off Memory: Automatic storage of operation information (up to 300 local doors opening records)					
22	Operating Power Supply: AA alkaline batteries, single-rated voltage 1.5 V					
23	Emergency Power: Micro USB					
24	Language: English					
25	Power-off Transmission: Support door opening record					
26	The installation process should include mounting the smart lock panels on each door, including any changes/Adjustments on the door if required.					
27	Central management software application should be provided					
28	Central management software application should include access control, access logs, remote locking and unlocking, and real-time monitoring of door status					
29	Central management software application should be compatible with IVMS software					
30	Training sessions should be available for designated UNHCR personnel					
31	Technical support/customer service should be provided when needed and requested, covering the first year upon completion of the installation					
32	One year warranty					

OTHER REQUIREMENTS

1	Supporting documents	Provide comprehensive documentation, including user manuals and technical specifications			[check box if datasheets were provided]
2	Delivery Terms	<u>Applicable INCOTERMS:</u> Delivered Duty Paid (DDP) UNHCR Aleppo Sub-Office, Aleppo, Syria <u>Delivery lead-time:</u> In order for UNHCR to have an idea of the expected delivery of the goods, Bidders should indicate how many days it will take to arrive at the final destination upon receipt of order confirmation.			[check box to accept the terms] [indicate delivery lead-time in calendar days from receipt of purchase order]

MANDATORY DOCUMENTS TO BE SUBMITTED:

1	Valid Business/Commercial Registration Certificate			[mandatory]
2	Valid Commercial Bank account			[mandatory]
3	Name of the company should match the bank account			[mandatory]
4	Financial Statements/Audit reports of the last two years 2022-2021 (Regret letter is not Acceptable)			[mandatory]
5	Annex D, the vendor registration form filled, dully signed, and stamped			[mandatory]
6	Acknowledgement and acceptance of UNHCR's General Conditions of Contracts for the Provision of Goods Rev.			[mandatory]
7	Acknowledgement and acceptance of UN Supplier Code of Conduct			[mandatory]
8	Annex G, the Declaration of Eligibility filled, dully signed, and stamped			[mandatory]
9	Customs Declaration of the required items is required (If applicable).			[mandatory]

By signing on this document, which I am duly authorized to sign for, I confirm that I have read and understood the technical requirements and this is also to confirm that our company is experienced and capable of providing the required goods and/or services specified in this Request for Quotation.

Submitted by: _____

Signature: _____

Full Name: _____

Position Title: _____

Date and Place Signed: _____

STAMP OF THE COMPANY