

RFQ-HCR-SYR-2024-43

For the supply and delivery of office furniture for UNHCR Syria operation

ANNEX A: Technical Specifications

Location 1: Directorate of Civil Affairs in Damascus - Syria

Item 1: Computer desk, Quantity: 50

- Dimensions: Length 100 cm x width 55 cm x Height 77 cm (tolerance of 3 % for all dimensions included)
- The tabletop must be made of 18 mm thick MDF, jacketed by melamine on both sides, and with PVC edges. The other parts must be made of 18 mm thick MDF, with PVC edges.
- The desk must be equipped with a lower printer shelf, a CPU case shelf with a hole at the backside for cooling, a movable keyboard shelf and a drawer.
- Desk comes with a cable-hole with rubber gasket.
- Drawer: The drawer front must be made of 18 mm thick MDF, jacketed by melamine on both sides. The drawer bed must be made of 4 mm thick MDF, jacketed by first class melamine on one side. The drawer sides must be made of 12 mm thick MDF, firmly fixed. The drawer must be mounted on high-quality metal rails and equipped with a high-quality (Italian-made, or equivalent to same standard) lock with 2 copies of key, there should be place under the drawer to contain the computer case.
- The melamine must be coloured dark wood (Brown walnut is preferred).
- Detailed drawing of the desk showing all parts and accessories; to be submitted along with the below required samples.
- Samples:
 1. A piece of wood (18 mm) representing the submitted type and color.
 2. Metal rails and wheels.
 3. Lock with keys.

Item2: office desk, Quantity: 50

- Dimensions: (L: 120 cm; W: 70 cm; H: 75 cm). (tolerance of 3 % for all dimensions included)
- Box-shaped, open from the front and bottom sides, with a set of 3 drawers on the right. It consists of: Table upper part and drawers, and the Structure that holds the upper part and the drawers.

- The tabletop is made of MDF, thickness ≥ 20 mm, provided with a proper opening for computer cables.
- The sides, drawers and drawer crate are made of MDF, thickness ≥ 18 mm.
- Drawer dimensions: 45x 50x13 cm. ± 2 cm
- The MDF wood must be coated with Melamine on both sides (thickness 0.5mm).
- All free edges must be covered with beech-wood strips (thickness: 1 cm) at least, with width similar to that of the profile. Beech wood stripes are to be softened, polished and sprayed with lacquer.
- All drawers must have suitable handles and must be installed on rails with wheels.
- The structure is made of MDF wood coated with Melamine n shaped. External dimensions: 70x75 cm. with a front attaching piece.
- The structure must be provided with four screws with suitable protectors to lift it off the ground.
- No joining may be made in the same MDF and/or melamine piece.
- All accessories are of the first level accessories available in the local market.
- Precision, durability, and artisanship of fabrication, fixing methods (by the groove-and-tongue method), quality finishing must be ensured.
- Colour: dark brown.
- The bidder to provide a sample of the MDF coated with Melamine used.

Item 3: Wood cabinet, Quantity: 50

- Minimum dimensions: 200 x 95 x 40 cm. (tolerance of 3 % for all dimensions included)
- A wooden cabinet with 2 upper doors and 2 lower doors.

The upper compartment:

- It must be 126 cm high with two glass doors and a wood frame.
- The glass thickness must be a minimum of 3 mm.
- There must be two 30 x 90 cm shelves distanced equally.

The lower compartment:

- It must be 68 cm high with two wooden doors.
- There must be a 30 x 90 cm shelf fixed in the middle of the compartment.
- The cabinet must be made of 18 mm thick MDF, jacketed by melamine on both sides, colored dark wood.
- The backside must be made of 8 mm thick MDF, jacketed by melamine on both sides.
- The wooden doors must be equipped with first class locks and a restrictor on the left door of each compartment.
- All shelves must be made of 18 mm thick MDF, fixed with fixed with lock racks, and punched to adjust the shelf height.



- The cabinet must have a beech wood base coated with lacquer and a sealer.
- The legs must be 6 cm tall from the floor.

Item 4: Computer chair, QTY: 100

- The chair's dimensions must provide comfort to the staff. (tolerance of 3 % for all dimensions included)
- The seat's dimensions must not be less than 50 Depth x 48 width cm. The frame of the seat and backrest must be made of first class two-layered 12 mm white MDF made by pressure under high temperature.
- Filling of the backrest: 6 cm, high-quality, medium-density foam.
- Filling of the seat: 6 cm, high-quality, high-density foam.
- The base and casters must be made of plastic re-enforced with fiberglass within a metal frame and tolerate high weight equal to 90 Kg.
- Armrests: must be made of fine unscratched polypropylene.
- The chair must be vertically adjustable by a high-quality foreign-made hydraulic cylinder with a lever, the adjusting cylinder and the chair base are made of chrome.
- The upholstery must be made of the first-class leather.
- The required color is black.
- All parts must be firmly fixed together with bolts and nuts in the best manner to maintain comfort, flexibility and sturdiness for the user.
- A complete assembled chair to be submitted as a sample.

Location 2: Directorate of Immigration and Passports

Item 1: Three-seater waiting chair, QTY: 20

- Fixed, three-seater waiting chairs with sturdy metal frame made from chrome iron. without upholstery
- The seat should be perforated metal, thermally sprayed with (black or silver) color, and has felt protector pads and all the installation supplies.
- Dimensions as follows:
 - o Length: ≥160cm
 - o Seat Height: ≥ 40cm, back height: ≥ 50cm
 - o Depth: ≥ 40cm

Item 2: Two-seater waiting chairs, QTY: 20

- Fixed, two-seater waiting chairs with sturdy metal frame made from chrome iron. without upholstery

- The seat should be perforated metal, thermally sprayed with (black or silver) color, and has felt protector pads and all the installation supplies.
- Dimensions as follows:
 - Length: $\geq 110\text{cm}$
 - Seat Height: $\geq 40\text{cm}$, back height: $\geq 50\text{cm}$
 - Depth: $\geq 40\text{cm}$



Item 3: Swivel Office chairs, QTY: 60

- The chair's dimensions must provide comfort to the staff. (tolerance of 3 % for all dimensions included)
- The seat's dimensions must not be less than 48x45 cm. The frame of the seat and backrest must be made of high-quality two-layered 12 mm white MDF made by pressure under high temperature.
- Filling of the backrest: 6 cm, high-quality, medium-density foam.
- Filling of the seat: 6 cm, high-quality, high-density foam.
- The base and casters must be made of plastic re-enforced with fiberglass within a metal frame and tolerate high weight equal to 90 Kg.
- Armrests: must be made of fine unscratched polypropylene.
- The chair must be vertically adjustable by a high-quality foreign-made hydraulic cylinder with a lever, the adjusting cylinder and the chair base are made of chrome.
- The upholstery must be made of the best imported fabrics or leather.
- The required colour is black.
- All parts must be firmly fixed together with bolts and nuts in the best manner to maintain comfort, flexibility and sturdiness for the user.
- A complete assembled chair to be submitted as a sample.