

## REQUEST FOR QUOTATION (RFQ 13/06)



DATE:

19-04-2013

REFERENCE:

**UNHCR Greece,**  
Long term car rental

The United Nations High Commissioner for Refugees (UNHCR), Office in Greece, located at 12, Tagiapiera Street, Athens 11525, requests your offer regarding a car rental covering Evros region, in accordance with the below given specifications.

UNHCR is an international non - profit organization and more info on its operations and profile can be founded at: <http://www.unhcr.gr/>

Should you be interested to submit an offer kindly also submit a completed vendor registration form and read the relevant Terms and Conditions for Goods and Services – January 2010, attached hereto.

Item	Generic Description
1.	<div style="background-color: #ffffcc; border: 1px solid black; padding: 2px; margin-bottom: 10px;">Car rental</div> <p><b><u>Your offer should provide 3 options as follows:</u></b></p> <p><u>Option: 1</u>  <b>Duration of the contract:</b> 01/05/2013 – 31/12/2013  <b>Specifications:</b> Class C, full coverage insurance for the driver and the car, unlimited mileage  <b>Drivers:</b> 2  <b>Snow tires:</b> required from October to December</p> <p><u>Option: 2</u>  <b>Duration of the contract:</b> 01/05/2013 – 31/12/2013  <b>Specifications:</b> Class D, full coverage insurance for the driver and the car, unlimited mileage  <b>Drivers:</b> 2  <b>Snow tires:</b> required from October to December</p> <p><u>Option 3:</u>  <b>Duration of the contract:</b> 01/05/2013 – 31/12/2013  <b>Specifications:</b> Class 4x4, full coverage insurance for the driver and the car, unlimited mileage  <b>Drivers:</b> 2  <b>Snow tires:</b> required from October to December</p> <p><b>NOTES:</b></p> <ul style="list-style-type: none"> <li>Please include details of the model and year of the vehicles</li> <li>Please indicate the minimum number of months required to hold valid your best car rental offer.</li> <li>Please indicate any free-of-charge provisions</li> </ul>

	<ul style="list-style-type: none"> <li>All offers will be considered and assessed on basis of cost and quality</li> </ul>	
	<p><b>Other requirements:</b></p>	<ul style="list-style-type: none"> <li>In all costs indicate whether VAT is included.</li> <li>All offers should be sent by <b>Friday 26 April 2013</b>, to Ms. Konstantina Lampropoulou and Ms Renate Eppich, via e-mail at <a href="mailto:lampropo@unhcr.org">lampropo@unhcr.org</a> and <a href="mailto:eppich@unhcr.org">eppich@unhcr.org</a></li> </ul>
	<p><b>Validity of Quotation:</b></p>	<ul style="list-style-type: none"> <li>30 days</li> </ul>