



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

DATE: 20/05/2022

REQUEST FOR EXPRESSION OF INTEREST: 2022_EOI_004

**FOR THE PROVISION OF SUSTAINABLE HOUSING SOLUTIONS SHELTER /
HOUSING SOLUTIONS FOR DISPLACED PEOPLE**

CLOSING DATE AND TIME: 17/06/2022 – 23:59 hrs CET

Purpose of this document:

UNHCR seeks qualified companies –with at least 1 year of relevant experience on housing production/manufacturing and/or supplying– for the provision of Sustainable Shelter / Housing Solutions for Displaced People.

The purpose of the present Expression of Interest (EOI) is to:

- a. Obtain information on the expertise, experience, capability of interested companies; and
- b. Establish a shortlist of pre-qualified bidders for the next tender stage.

This tender will run as a two-stage process and this first EOI stage will be followed by a Request for Proposal (RFP) for which the pre-qualified bidders are invited to participate, which is expected to be launched in Q3 of 2022. To be deemed pre-qualified, a company/vendor must achieve the minimum scoring of 55 points.

1. Introduction to UNHCR:

The Office of the United Nations High Commissioner for Refugees was established in 1950 by the United Nations General Assembly to lead and co-ordinate international actions to protect refugees and to identify lasting solutions for them. The organization's primary purpose today is to safeguard the rights and well-being of refugees, forcibly displaced communities and stateless people worldwide.

Every year, millions of men, women and children are forced to flee their homes to escape conflict and persecution. We are in 132 countries and territories, using our expertise to protect and care for millions of displaced people around the world. For further information on UNHCR, its mandate and operations please see <http://www.unhcr.org>.

2. Background:

The United Nations High Commissioner for Refugees (UNHCR) is mandated to lead and coordinate international action to protect and assist refugees and other persons of concern. UNHCR is well placed to lead sector-wide change in humanitarian shelter and housing processes. Aligned with UNHCR's commitment to scale-up climate action as expressed in its [Strategic Framework for Climate Action](#), the [Shelter and Settlement Sphere Standard 7 - Environmental Sustainability](#), and the [Sustainable Development Goals 11 \(Sustainable cities and communities\)](#) and [13 \(Climate action\)](#) the UNHCR Technical Support Section in the Division of Resilience and Solutions is prioritising a range of efforts to help UNHCR meet its goals of reducing its carbon footprint and environmental impact of shelter and housing programmes.

Proposed sustainable housing solutions shall provide adequate living conditions to families affected by humanitarian crises from the very onset of a crisis and beyond, allow for safe, dignified and healthy living conditions to achieve protection outcomes, and reduce the

immediate vulnerability of affected families to climate-related risks (SPHERE Standards). Housing solutions therefore shall be designed to withstand a variety of weather conditions including climatic situations, ranging from extreme cold, rain, and wind, to very hot summers, both dry and humid. To the extent possible, such shelter and housing solutions should consider [Disaster Risk Reduction](#) and [Build Back Better](#) principles and should not increase the threat to the lives of beneficiaries. In emergency situations, UNHCR is currently deploying two types of tents, the Standard Family Tent and the Self-Standing Family Tent.

N.B. The aim of a Sustainable Shelter Solution is to bridge the gap between such types of emergency shelters and a durable housing that can be constructed with local materials.

A Sustainable Housing Solution offers a large degree of flexibility to meet the challenges faced in varying humanitarian situations and lasting from the onset emergency phaseⁱ and beyond. These solutions should be efficient and modular in their design, provide a comfortable living environment, perform satisfactorily in diverse geographical and climatic locations, and be adaptable to and acceptable for various local cultures and traditional practicesⁱⁱ. Moreover, the Sustainable Housing Solution should use materials, designs and techniques which offer easy and fast installation for households displaced by varying types of conflict and/or disaster. Therefore, shelter materials should be environmentally friendly, from a sustainable manufacturing perspective while also minimize negative impacts on the environment, and comply with prevailing international relevant standards, regulations, and other environmentally oriented requirements including ISO 14000, EU REACH regulations, Echo System, or their equivalent. Most importantly, they must ensure that they do not represent any health risk for inhabitants.

Provisions should be made for the re-use of all Sustainable Housing Solution materials if necessary. Such reuse is important if the Sustainable Housing Solution is modified into future housing needs, or must be adapted to extreme weather conditions, keeping in mind the use of locally available materials. The feasibility for (re)locating the production closest to displaced people is also recommended. Therefore, it is recommended to utilise technologies and techniques that are flexible enough to gradually evolve into a longer-term housing solution. In case of need, the proposed Sustainable Housing Solution should be easy to dismantlable and move, with no impact on the Sustainable Housing Solution structure, leaving no significant long-term impacts on the natural environment.

The proposed Sustainable Housing Solution should be light in weight ($100 \text{ kg} \leq w \leq 370 \text{ kg}$) for easy transportation (packed volume $1.0\text{m}^3 \leq V \leq 3.5\text{m}^3$) and most importantly to reduce the associated carbon footprint. It should be compact and easily packed for cost-effective transport using a standard 20 feet shipping container. As per [UNHCR Minimum shelter space standards the shelter/housing size should be min. 17.5m² in hot/tropical climates and 22.5m² < A < 27.5 m² in cold climates, with life span of 3 year – 10 years.](#)

N.B. At the later RFP stage, proposals out of the ranges for the weight, volume, size and lifespan may not be considered. Annex A provides some expected guidelines on the requirements that will be part of the RFP stage.

Disclaimer

Please note that this exercise is for the pre-qualification of companies/vendors to be later invited to a Request for Proposal. We are, therefore, requesting that you do not submit with your Expression of Interest any proposals for products, as these will not be evaluated at this stage.

Only submit requested information under Section 3.

This EOI does not constitute a solicitation. UNHCR reserves the right to change or cancel the requirement at any time during or after the EOI. UNHCR also reserves the right to require compliance with additional conditions as and when issuing a formal solicitation. Submitting a reply to the EOI does not necessarily guarantee participation in the solicitation when issued.

3. Company requirements and submission content:

Companies/vendors are requested to provide the following information/documentation that will be the basis for the pre-qualification evaluation:

- Company profile including year of foundation, size of the company, type of legal entity (consortia, manufacturer, distributor), description of core business and mission statement;
- Valid company registration documents;
- Description of entity's capacity and experience in the conception, research and development, building or/and distribution of sustainable shelter / mobile housing solutions *fit for disaster relief context* – **this should be limited to 3 pages**;
- Description of Quality Management System – this should include quality control procedures for raw materials, laboratory testing facilities, testing protocol, in process quality control process, quality control process to final products, etc.;
- Relevant projects (with UN, NGOs, government and humanitarian agencies, ect.) supported by relevant documents– **this should be limited to 1 – 2 pages**;
- List of major clients, partners and suppliers with supporting documents;
- Policy on sustainability and relevant sustainable considerations in shelter or housing design and production (including environmental, Health and Safety (EHS) Policy, disposal of products, industrial waste handling system, environmental policy system, etc.) – this should be limited to 1-2 pages;
- Description of production and distribution capacity (please note that UNHCR's annual shelter estimate is 10,000 units) – this should include manufacturing or distribution processes, total capacity of the factory to manufacture UNHCR goods, total capacity that your factory or distribution channels can dedicate on monthly/annual basis to UNHCR;
- Relevant international certifications (i.e. ISO) or similar accreditation in shelter/housing design, R&D, and production;
- Signed declaration of expression of interest;
- Duly filled and signed UNHCR vendor registration form enclosed in Annex C and associated supporting documents (if not already registered with UNHCR as a vendor, if already registered indicate UNHCR vendor reg. no)

4. Evaluation criteria and scoring

UNHCR will first determine the completeness of the submission.

In line with Section 4 above, UNHCR will then verify that the company meets the requirements of the EOI.

The experience, expertise, capability and certifications of all compliant companies will then be assessed. The evaluation score is established below. The companies/vendors that achieve a minimum of 55 points will be shortlisted/pre-qualified for the formal solicitation phase (RFP) that will be conducted at a later stage.

- 1) expertise in transitional/mobile housing units **25 points with minimum passing of 15**
 - a. design
 - b. production
 - c. material research and development
 - d. In house testing and product quality control

- 2) experience; **20 points with minimum passing of 10**
 - a. contract awards with UN, NGOs or other humanitarian organisations
 - b. contract awards with other organisations/govt
 - c. installation of housing products and training capacity
- 3) ISO certification – or any other internationally recognised and production quality assurance strategy **15 points with minimum passing of 10 points**
- 4) production capacity **20 points with minimum passing of 10**
 - a. at present (average/max) and on monthly base
 - b. in 1 year time
- 5) distribution channels **20 points with minimum passing of 10**
 - a. at present (average/max) and on monthly base
 - b. in 1 year time
 - c.

Prices or commercial offers are not required at this stage.

UNHCR reserves the right to verify all information submitted by the company.

5. Request for clarification

Interested companies are required to submit any request for clarification in respect of this EOI by e-mail to Viktoria Retyi, Senior Procurement Associate at retyi@unhcr.org and to copy [Sofia van Dijk, Supply Officer at <vandijk@unhcr.org>](mailto:vandijk@unhcr.org) on all correspondence.

The deadline for receipt of questions is 23:59 hrs CET on 01/06/2022.

IMPORTANT: Please note that EOI Submissions are **not** to be sent to the staff member and e-mail addresses above.

UNHCR plans to reply to all questions shortly after they are received. UNHCR may, at its sole discretion post the list of compiled questions on-line on UNGM and UNHCR websites.

6. Registration with UNHCR

If not already registered with UNHCR as vendors, interested companies are requested to complete the UNHCR vendor registration form enclosed in Annex B.

Important

Only the companies pre-qualified through this EOI, meeting UNHCR registration criteria and whose services have been approved by UNHCR will be invited to participate in the RFP

7. Submission of EOI

EOI should be submitted by file (only in PDF) upload to eTenderBox, the online bid registration tool of UNHCR.

The eTenderBox can be accessed via the following URL: <https://etenderbox.unhcr.org>

In order to use eTenderBox, registration on the website is required. This registration is exclusively for eTenderBox and does not replace any other registrations for UNHCR applications. One Supplier should have only one registered email account in the system. Therefore, the Supplier must use only one eTenderBox account for managing its offers to

UNHCR. In case the password is forgotten, that account cannot be used anymore and new registration is required. Registration Guide and User Manual of eTenderBox are available at the above URL.

Uploaded files can be amended by the Supplier while the EOI is open. The selected files for upload are submitted when the 'Save & Submit' button is clicked on. Therefore, this button has to be clicked before the deadline expires. If done so, the selected files will be submitted and uploaded successfully even if the deadline expires during the file upload. It is the Supplier's responsibility to ensure that all files of the final offer are submitted by the EOI expiration deadline.

Once the deadline for submission is expired, the EOI will be automatically closed after which the uploaded files can be reviewed but options for additional upload and deletion of previously uploaded files are not available anymore. In order to ensure the safe submission of the full and final offer, it is recommended to have all files uploaded well before the EOI deadline.

Closing date for receipt of EOI: 17 June 2022 23:59 hrs CEST

IMPORTANT:

UNHCR may, at its discretion, extend the deadline for the submission of EOIs, by notifying all prospective parties simultaneously.

Annexes:

Annex A: Specification

Annex B: Vendor Registration form

Annex C: UNHCR General conditions of contract for the provision of goods and services (July2018)

Note: This document should not be construed in any way as an offer to contract with your firm.



Martine Israel

Head of Unit, HQ Procurement
Division of Emergency, Security and Supply

ⁱ Usually an emergency phase at UNHCR lasts 3 to 6 months.
Sustainable Shelter / Housing Solutions



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DATE: 16/06/2022

REQUEST FOR EXPRESSION OF INTEREST: 2022_EOI_004

FOR THE PROVISION OF SUSTAINABLE HOUSING SOLUTIONS SHELTER /
HOUSING SOLUTIONS FOR DISPLACED PEOPLE

CLOSING DATE AND TIME: 26/06/2022 – 23:59 hrs CET

PLEASE NOTE:

The submission deadline of the EOI has been revised as per below:

Deadline: 26/06/2022 – 23:59 hrs CET

All other terms and conditions remain unchanged.

p.p.

Fabrizio Bertora

Chief of Section, HQ Procurement
Division of Emergency, Security and Supply