Annex: 5

Request for Proposal for Assets Disposal

(RFP-BGD-CXB-2023-001)

Dear Concerned,

Greetings from DRC Bangladesh!

Danish Refugee Council is an International NGO that re-established its presence in Bangladesh when an estimated 721,944 Rohingya were forcibly displaced from Myanmar to Bangladesh, bringing the total Rohingya population in Bangladesh to approximately one million. DRC provides a comprehensive response package in 10 camps meeting critical operational needs across these camps and neighboring host communities in four wards in Ukhiya Upazila, Cox's Bazar district.

Over these years of existence in Bangladesh, DRC has accumulated assets and stock items which needs to be disposed thereof based on useful life, obsolete, damaged, expired, redundant and recyclable. Therefore, DRC is requesting competent, experienced, and established firms who can safely and responsibly dispose the items (assets and stocks) to submit technical proposal only in line with **Annex 3. Waste Management and Recycling Infrastructure Assessment Tool**. The financial bids will be requested from the technically qualified bidders only at a later stage.

These items are varied from electronics, mobile phones, computers, printers, construction materials, Non-Food Items, Hygiene kits, Wood & Water Treatment Chemicals, Plastics etc.

The below table indicates the estimates in terms of description and quantity, and these might vary based on the condition and verification.

Sl. No	Description	Quantity
1	Attendance Access Control Machine	1
2	Bullet Camera	1
3	Desktop Computer (HP)	4
4	Generator (Butterfly)	8
5	Id Card Printer (ZEBRA)	1
6	Laptop (Dell, Asus, HP, Lenovo)	240
7	Mobile - NOKIA, Redmi	10
8	Money Locker machine	1

9	Monitor - DELL, HP, Samsung	3
10	Petty Cash Box	1
11	Portable Wireless Speaker	7
12	Printer - HP, Brother, Canon, Epson	28
13	Safe box combination (Money Vault)	1
14	Scanner Machine (Canon)	1
15	Tablet (Lenovo, HUAWEI)	97
16	UPS	1
17	Voice recorder (06 pieces)	6
18	Iron Bar 8mm, 10mm, 12mm X 1.5m (50 pcs per bundle)	15,550 kg
19	Furniture (Almira, Selves, Bed)	Assorted sizes
20	Aqua Tab- 33mg	622,500
21	Wheelbarrow	465
22	Household Items	Assorted
23	Tarpaulin	1000pcs
24	Plastic Pallet	1000pcs
25	Assorted wood items (used boards etc)	Assorted

The technically qualified bidder will be required to visit the sites, inspect the items to be able to provide a competent financial bid on as is basis.

The selected vendor will be required to provide in-house support to destroy any hard disks for computers and any other devices by use of degausser. The vendor must provide human resources to open the computers and destroy the HDD.

Line	Item	Time, date, address as appropriate
1	RFQ published	01.02.2023, 9.00 AM Bangladeshi time
	Deadline for clarifications	09.02.2023, 4.00 PM Bangladeshi time
3	Closing date and time for receipt of bids	13.02.2023, 5.00 PM Bangladeshi time
4	Tender Opening Location	DRC Office, Sayeman Heritage Residence (3rd Floor), Sayeman Road, Baharchara, Jhawtola-Cox's Bazar, Bangladesh
5	Tender Opening Date and time	15.02.2023 4.00 PM Bangladeshi time

Manner and Date of submission:

The technical proposal shall be sent via email to rfq.bgd@drc.ngo by Monday 13 February 2023 at 5.00 PM.

N.B: No financial bid is required at this stage. Only technical proposal should be submitted. Submission of a financial proposal might lead to disqualification.

Questions / Clarification requests:

Should you have questions/clarifications about this Request for proposal, please contact us via e-mail at: bgd.procurement@drc.ngo **by 4.00 pm on 9th February 2023.**

A pre-bid meeting will be conducted on 9th February 2023 from 12.00 pm to 1.00 pm via Microsoft Teams. Interested bidders are required to send a request to join the meeting through bgd.procurement@drc.ngo **from where the meeting link will be shared by 8th February 2023 at 4.00 pm.**

Thank you,

DRC Bangladesh Supply Chain Unit

DRC DANISH REFUGEE COUNCIL