

INSTRUCTION OF AUCTION

AUC/HCR/CXB/2022/001

The UNHCR Sub-Office Cox's Bazar, Bangladesh, wishes to notify interested bidders in Bangladesh of a public auction of used UNHCR office equipment, furniture, other general items and ICT items that are no longer used by the office. The full list of items will be provided upon request. The award will be to the highest bidder.

1. The items on auction will be available to be viewed at UNHCR Sub-Office Cox's Bazar between 14:00 -17:00 hrs from 17 May to 01 June 2022. No viewing will take place during the weekend i.e., 20, 21, and 27, 28 May 2022. The visiting address is Motel Road (PROBAL), 4700 Cox's Bazar, Bangladesh. Participants should send email to confirm their attendance including locations and their contact details.
2. Bidders are requested to submit their offers via email to BGDCOBID@unhcr.org by 17:00 hrs 02 June 2022.
3. There are two LOTs namely 358 pieces of old, useable office equipment, furniture, other general items as LOT 1 and 259 pieces of outdated, useable ICT items as LOT 2.
4. Bidders can submit an offer for both or one of the two (2) LOTs.
5. The bids will be reviewed by an auction committee. Each bid will be identified under following information: bidder's name, proposed price, bidder's phone number and email address, bidder's signature, seal/stamp, and submission date. The winner will be contacted within 3 days from the date of bid closure, following the auction.
6. Items on sale will be sold based on « AS IS ». Nothing further will be provided by UNHCR.
7. The winning bidder will be required to transfer the sale amount of the items within the 72 hours to UNHCR bank account, following the UNHCR notification.
8. Once the payment of items is done and acknowledged by UNHCR, bidder to share bank transfer slip, the bid winner will receive a « Gate pass » allowing him/her to collect the sold items, he/she has been awarded. Items will have to be collected within 48 hours after receiving the Gate Pass.
9. Items will be subjected to a rational quoted price.

In case you may need more information, please contact: UNHCR Sub office, Cox's Bazar at: AKMOHAMM@unhcr.org , CAMARAY@unhcr.org with copy to : GITAU@unhcr.org

Attention: Please call Mr. Masud Rana (Cell # 01847-326510) OR Mr. Shanti Debnath (Cell # 01717-254233) prior to coming for the inspection of goods. All the interested bidders interested in viewing these items will be required to use the Motel Probal entrance to the UNHCR Sub-Office Cox's Bazar. All interested bidders are required to wear face masks & maintain social distance throughout the viewing process.