

To: Jean Christophe Saint Esteben, the Country Director Somalia.

Cc: Tonny Villy, the Operation Manager DRC Somalia

Date: 6th March, 2014

Subject: Request for Derogation to DRC Procurement Guidelines of Services

Background and Context: DRC Dollow Office has been funded by UNHCR to establish home way station to support returns from Kenya to their home of origin. The way station was established in Luuq district to facilitate voluntary and safe return of Somalia refugees returning from Kenya to their areas of origin. DRC will provide support to 175 households with access to basic assistance in phase one of these projects, protection and return assistance packages. Upon arrival at the Way Station, the help desk will receive and verify the returnees and provide information on assistance available including return process, support, and the areas of return. Other basic services such as meals and health checks will be provided on need basis.

DRC and members of the Return Consortium were expecting tents for accommodation and a rub-hall for warehouse to be delivered by UNHCR but this did not happen as required and as such, UNHCR instead that the accommodation unit be constructed using CGI due to the limited funding and the urgent need to finish up this additional construction. The Additional work is estimated to cost \$ 13,149 as detailed in the table below:

Description	Unit	Price as per the BOQ
Additional Works (Accommodation and a warehouse using CGI)	As per the BOQ	\$13,149
Total		\$ 13,149

DRC procurement guide indicate that for such an amount of money under works threshold should undergo Request for Quote (RFQ) that requires minimum of three quotations. DRC procurement guideline, under services threshold, indicate that this procurement should follow the procedure of Invitation for Bid – Locally. This procedure requires local advertising etc.

Type of Derogation Requested: unforeseen type of derogation, under additional contract. **Gogol General Trading Company LTD** is registered company in Luuq that recently completed the construction work of the way station. The ITB process to select **Gogol General Trading Company** was done in the most transparent process without any derogation. The period between the previous contract and the request for additional contract is less than one month, the term of the original contract are not changed and the construction of the additional contract will take place in the same location.

Proposed procedures:

We propose the approval for exception to approve this derogation in order to award the contract for additional work to the same contractor, Gogol General Trading Company LTD.

Application and Duration:

This DEROGATION will last from 7th March 2014 to 30th March 2014.

Bashir Abdi Mohamed
Way station Coordinator, Luuq

Jean Christophe Saint Esteben,
Country Director Somalia.

A circular blue stamp of the Danish Refugee Council Somalia. The outer ring contains the text 'DRC' at the top and 'SOMALIA' at the bottom. The inner circle contains the text 'DANISH REFUGEE COUNCIL'.