**ANNEX II**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION**

**RFQ/UNDP/OPS/016/2017**

***(This Form must be submitted only using the Supplier’s Official Letterhead/Stationery[[1]](#footnote-2))***

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. **RFQ/UNDP/OPS/016/2017**

1. The Price Quotation must provide a detailed cost breakdown for each item. The components comprising the total price must provide sufficient detail to allow UNDP to determine compliance of offer with requirements as per RFQ. The Bidder shall include a complete breakdown of the cost elements associated with each line item and those costs associated with any proposed subcontract/sub-awards (separate breakdown) for the duration of the contract.
2. All prices/rates quoted must be exclusive of all taxes, since the United Nations, including its subsidiary organs, is exempt from taxes as detailed in Clause 18 of the UNDP General Conditions for Professional Services.
3. In case of discrepancy between unit price and total price, the lower price shall prevail and the higher price shall be corrected. If the Bidder does not accept the correction of errors, its quotation will be rejected.
4. The total price mentioned below will be the total premium cost per year and there should not be any additional price nor fee.
5. List of Vehicles:

**Table 1:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No** | **UN**  **Agency** | **Plate No** | **Type** | **Manufacture Year** | **Location** | **Vehicle Type** | **Proposed Fixed Premium Rate For Fleet of Vehicles**  **(IDR)** |
| 1 | UNDSS | CD 96-07 | TOYOTA NEW FORTUNER V-GS A/T | 2009 | Bali | Passenger Car |  |
| 2 | UNDSS | CD 89-06 | TOYOTANEW FORTUNER V-GS | 2009 | Makassar | Passenger Car |  |
| 3 | UNDP | CD 58-01 | VOLVO TDS S80 | 2007 | Jakarta | Passenger Car |  |
| 4 | UNDP | CD 58-02 | TOYOTA KIJANG INNOVA G | 2007 | Jakarta | Passenger Car |  |
| 5 | UNDP | CD 58-10 | TOYOTA NEW FORTUNER V-GS | 2009 | Jakarta | Passenger Car |  |
| 6 | UNDSS | CD 96-06 | TOYOTA RUSH 1.5 S AT | 2011 | Jakarta | Passenger Car |  |
| 7 | UNDSS | CD 122-07 | TOYOTA NEW FORTUNER V-GS | 2009 | Jakarta | Passenger Car |  |
| 8 | UNDSS | CD 86-06 | TOYOTA NEW FORTUNER V-GS A/T | 2009 | Jakarta | Passenger Car |  |
| 9 | UNOCHA | CD 58-07 | TOYOTA KIJANG INNOVA V 2.0 A/T | 2013 | Jakarta | Passenger Car |  |
| 10 | UNDSS | B 81734-58 | HONDA TIGER GL 200 | 2003 | Jakarta | Motorcycle |  |
| 11 | UNDSS | CD 96-08 | TOYOTA NEW FORTUNE V-GS A/T | 2009 | Jayapura | Passenger Car |  |
| 12 | UNDSS | DD 4274-IC | HONDA TIGER GL 200 SPORT | 2002 | Makassar | Motorcycle |  |
| 13 | UNDSS | CD 89-05 | TOYOTA NEW FORTUNER V-GS | 2009 | Medan | Passenger Car |  |
| 14 | UNDP | CD 140-04 | TOYOTA AVANZA 1.5G M/T | 2012 | Jakarta | Passenger Car |  |
| TOTAL PREMI | | | | | | |  |
| ADMINISTRATIVE COST | | | | | | |  |
| **GRAND TOTAL** | | | | | | |  |

**Table 2:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Information pertaining to our Quotation are as follows:** | **Your Responses** | | |
| ***Yes, we will comply*** | ***No, we cannot comply*** | ***If you cannot comply, pls. indicate counter proposal*** |
| Comply to the requirement stated in DATA SHEET and TOR of ANNEX I (Point 4) |  |  |  |
| Validity of Quotation: 60 days |  |  |  |
| Comply to meet all Provisions of the UNDP General Terms and Conditions |  |  |  |

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

1. [↑](#footnote-ref-2)