

<b>REQUEST FOR QUOTATION</b>	
<b>To: LTA Holders</b>	<b>UNDP PSU Reference: GP500224-1</b> (Please quote in all communications)

The purpose of this RFQ is to enter into a contract with one supplier for the provision of the hereby required items.

This Request for Quotation document comprises :

- Quotation Data Table (below)
- RFQ Section 1: Specifications of requested items and LTA holder's statements on compliance and deviations.
- RFQ Section 2: Price and Delivery Schedule

#### **QUOTATION DATA TABLE**

Subject of RFQ:	Procurement of professional mapping drone and delivery to Comoros
Deadline for submission of quotations:	<b><u>1<sup>st</sup> of September, 2017 by 14:00 h (Copenhagen Time)</u></b> Validity of quotation must be minimum 30 days for this process, during which period UNDP aims at evaluating offers and contracting as relevant.
Contact persons for written communication and submission of offers	Heorhiy Bilyy <a href="mailto:heorhiy.bilyy@undp.org">heorhiy.bilyy@undp.org</a> and Victor Margall <a href="mailto:victor.margall@undp.org">victor.margall@undp.org</a>
Documents to include in your Quotation	The following documentation must be included in your Quotation Submission: <b>A) ELIGIBILITY</b>  1. <b>Copy of Bidder's registration documents</b> proving to be a legal entity issued by the national authorities of the country of operations.  <b>B) COMMERCIAL</b> 2. Description of the offered goods and services in response to the requirement and statement regarding any deviations/non compliances (Section 1, table provided), signed by authorized representative. Please include Section 1 duly completed, also in editable format. 3. Price Schedule and Delivery Schedule signed by authorized representative and also in the same editable format provided (Section 2), including all price, delivery and logistic information requested. 4. Technical data sheets of items offered, <u>including detailed technical data and description of the items, model, brand, etc.</u> 5. Authorization to represent the manufacturer.  <b>C) VENDOR QUALIFICATION</b>

	<p>6. <b>Profile of the company</b> including size, location, areas of expertise, years in business, proving the relevant capacity to the scope and complete contact details of the person/s responsible for further correspondence, including name, position, email address/es and phone numbers.</p>
Delivery terms:	<p>LTA holders are requested to offer and provide prices for:</p> <ul style="list-style-type: none"> <li>• FCA named International Airport (Incoterms 2010). and</li> <li>• Air Freight to DAP offloaded, Moroni, Comoros (Incoterms 2010).</li> </ul> <p>Partial/split deliveries will not be accepted.</p>
Alternate offer:	<p>LTA holders may provide an alternative offers only <u>in addition</u> to the requested schedule.</p>
Maximum accepted delivery times:	<p>The approximate date of PO placement is expected by <u>11 September 2017</u> and maximum delivery times accepted are:</p> <p>Delivery, 14 calendar days from the PO date but not later than <b>30 September 2017</b>.</p> <p>Shipping details are requested to be provided in Section 2 and Price and Delivery Schedule.</p> <p>LTA holders are encouraged to provide earlier delivery times as possible and if no implications on overall cost.</p>
Mode of Transport requested:	<p>Air freight to requested destination</p>
Partial Quotations:	<p>Partial quotations will not be considered.</p>
Quotations Evaluation and Award Criteria	<p>Quotations will be evaluated on the following basis:</p> <ol style="list-style-type: none"> <li>1. Compliance with Terms and Conditions of the RFQ and UNDP General Terms and Conditions.</li> <li>2. Compliance with Technical Specifications and other services requested.</li> <li>3. Compliance with Warranty/After-sales conditions requested.</li> <li>4. Price and Delivery timelines offered.</li> </ol> <p>UNDP/PSU/Requesting unit's award criteria is to contract the lowest priced, technically compliant and fully responsive offer.</p> <p><b>All quotations will be evaluated based on landed prices at destination (Incoterms 2010).</b></p> <p>UNDP PSU/Requesting unit reserves the right to award on FCA basis and appoint a freight forwarder to handle the shipment to final destination</p>

	<p>if deemed more advantageous than the DAP quotation received from the LTA holder.</p> <p>UNDP PSU/Requesting unit will evaluate offers based on the total list of items requested [or] total list of items per lot.</p>
Right to Vary Requirement:	<p>UNDP PSU/Requesting unit reserves the right at the time of award of contract to increase or decrease the total quantity of goods specified above within a range of <math>\pm 25\%</math> of the quantity without any change in unit FCA price or other terms and conditions.</p>
Warranty Conditions:	<p>Conditions apply as per <u>UNDP General Terms and Conditions</u>, and the referred LTA.</p> <p><input checked="" type="checkbox"/> warranty by manufacturer for 1 year upon full delivery to destination and acceptance by UNDP/End user</p>
Software ownership:	<p>Eventual end-user/owner of the software included into the specification is (if applicable):</p> <p><input checked="" type="checkbox"/> Direction Générale de l'Environnement et des Forêts/Parcs Nationaux des Comores</p> <p>LTA holder is fully responsible for the process of software transfer of ownership.</p>
Payment schedule:	<p>Payment Terms: 30 days net upon receipt of invoice and supporting documentation.</p> <p>Schedule:</p> <ul style="list-style-type: none"> <li>• Cost of equipment, software and delivery. Will be reimbursed upon delivery of all equipment to destinations and acceptance by End-user/UNDP (DAP offloaded)</li> </ul>
Packing and palletizing:	<p><b>General instructions:</b></p> <p>Packing and palletization of goods must comply in general with the established conditions and requirements as per the referred RFQ and LTA.</p> <p><b>Pallet building and labelling:</b></p> <p>The pallets must contain 4 visible labels of A4 size affixed on each vertical side and contain the following information:</p> <ul style="list-style-type: none"> <li>• Purchase Order Number</li> <li>• Consignee details and destination</li> <li>• Description of contents and quantity per pallet.</li> <li>• Pallet number/total number of pallets</li> </ul> <p>The goods should be packed / wrapped / strapped sufficiently to avoid pallets from sliding and cargo from moving sideways whilst on the pallets. Plywood layers must be inserted amongst layers of boxes in the pallets, as necessary to ensure in full the stability of the pallet through transport, offloading and possible road transport.</p> <p>Dimensions of each pallet should be made in accordance with airfreight loading requirements in order to maximize use of space and possibly</p>

	<p>allow for double stacking of the pallets. In any case, the pallets should be maximum 150 cm high.</p> <p>LTA holders must consider that transport will be by air and followed by in-land road transportation in adverse road conditions. Hence, packing shall comply with corresponding requirements.</p>
Other Terms and Conditions	<ul style="list-style-type: none"> <li>Any Purchase Order issued as a result of this Request for Quotation will be governed by UNDP General Terms and Conditions which are available on <a href="http://www.undp.org">www.undp.org</a></li> <li>Payment Terms: 30 days net upon receipt of invoice and supporting documentation.</li> <li>Price must include export packing by airfreight according to best commercial practice and the nature of the products and responding to the above packing and labeling instructions.</li> <li>All documentation shall be in French and English.</li> <li>Dangerous Goods: Please identify the items which are classified as "dangerous" for transportation and provide UN class no.</li> <li>In ALL cases, obtaining Export Licenses is the responsibility of the LTA holder. The LTA holder should inform itself of any current export restriction for country of origin of goods to Nepal and ensure that no delay is caused to deliveries.</li> <li>UNDP, as a subsidiary organ of the United Nations, is exempt from direct taxes such as income tax, and indirect taxes, such as sales tax and VAT, on important purchases. The quotation should not include those.</li> </ul>



**Section 1: Requested Items Specifications and LTA holder's statement regarding deviations**

Request for Quotation GP500224 – Comoros – Mapping drone				
Delivery an Installation			DAP (offloaded), Moroni, Comoros. Delivery by 30 September 2017.	
General Technical Requirements:			Description/specification of equipment offered and Supplier’s statement on deviations	
Licensing: for all software (where applicable) must be registered for the name of Direction Générale de l'Environnement et des Forêts/Parcs Nationaux des Comores All needed licenses for the complete use of the equipment and software must be included, and be perpetual in time and without any restriction/limitation of use.				
Language Support: All equipment and software must support French and English languages of the end-users.				
Electrical Power: All active (powered) equipment must operate on voltage range: 220v +/- 20v, and frequency range: 50Hz +/- 2Hz. <u>All active equipment must include power plugs/cables standard in Comoros.</u>				
Environmental considerations: equipment will be used in tense conditions, from high mountains (Karthala volcano and Mount Ntringui) with strong winds to dusty lands.				
Safety regulation and certifications: offered equipment should be eligible for operation in the destination country and be supported with relevant certifications, if any requirement by the law of destination country. Supplier is responsible to obtain export licenses.				
Short Description of Specifications - Minimum requirements			Description/specification of equipment offered and Supplier’s statement on deviations	
General performance considerations: The goal is to make cartography (mapping) without need of capturing video. The mapping drone and its engine must be specialized in professional cartography.				
1.Fixed wing mapping drone	1 pc	Type	Fixed (delta) wing mapping drone. Note: Propeller and aircraft type of drones do not fit the purpose and hereby will not be accepted.	
		Aerial conditions	Stable with wind up to 45 km/h.	



Weight	Drone should be sturdy but light and easily assembled.	
Area coverage performance	Drone should be able to cartography at least 12 square kilometers in one (no wind, 1km altitude, 30mm pixel, standard payload) fly without need to change the battery.	
Max flight time with standard payload	Up to 40-50 min	
Cruise Speed	40-50 km/h	
Altitude	1,000 m average	
Battery and charger	Drone should include 4 pcs. of batteries in total (1 with drone and 3 spare batteries). Each battery should allow to achieve the above requested performance. Stand charger should be included.	
Remote control	Radio control unit within up to 3 km distance. Note: Either Specialized remote control or tablet with specialized software is accepted. Laptop will not be accepted.	
Automatic landing	Yes	
Camera resolution requirement	Not worse than pixel = 1,5 cm	
Cartography	Photo taken should be automatically transformed into ortho-mosaic-images (rectified automatically with the software) & 3D maps in the mountains	
Packaging and transportation	Disassembled drone with all accessories should be fit into one pelican type or similar box. The case must be light and compact but at the same time rugged, water resistant, dustproof and shock proof, built entirely with non-corrosive materials one. Casing should allow frequent travels with very small aircrafts between the islands. Weight of the case including all components should not exceed 4-5 kg.	



		Warranty and support	Supplier should provide 12 months of warranty and online/email/phone support. Representation in Comoros or in the region will be an asset. Supplier should be able to respond to queries via phone/email within 24 hours from the moment of request. Supplier must describe warranty conditions and provide contact details of the nominated warranty provider.	
		Spare parts	Supplier is to include repair set including most exposed mechanical/electrical components that may be damaged during exploitation and can be interchanged by the end-user. Repair manual to be provided.	
2. Spare parts	1 set	Kit of spare parts	Supplier is to include repair set including most exposed mechanical/electrical components that may be damaged during exploitation and can be interchanged by the end-user. Repair manual to be provided. Supplier to provide list of spares included to the kit with indication of quantities and unit price. UNDP reserves the right to change the quantity as needed.	
3. Software	1 set	Type	Professional image processing software allowing to automatically transform the data into rectified maps. <i>Example: Pix4Dmapper or similar</i>	
		Integration and customization	Software should be fully integrated and work with offered the drone without need for special customization.	
		Licensing	Perpetual license for 1 user assigned to End-user as stated above.	

Name of supplier \_\_\_\_\_

Authorised signature: \_\_\_\_\_

**United Nations Development Programme**  
**Procurement Services Unit**  
**Office for Sourcing and Operations - Bureau of Management Services**



Name of authorised signatory: \_\_\_\_\_

Functional Title: \_\_\_\_\_