



REQUEST FOR QUOTATION RFQ 092/17

NAME & ADDRESS OF FIRM	DATE: November 9, 2017
	REFERENCE: Supply of energy efficient light equipment (LED indoor luminaires) for residential buildings in Sarigyugh, Nerkin Tsaghkavan and Voskevan communities of Tavush Region, RoA as part of the "Bright Borders" Initiative.

Dear Bidder:

We kindly request you to submit your quotation for "Supply of energy efficient light equipment (LED indoor luminaires) for residential buildings in Sarigyugh, Nerkin Tsaghkavan and Voskevan communities of Tavush Region, RoA as part of the "Bright Borders" Initiative detailed in Annex 1 of this RFQ.

Quotations may be submitted on or before 16:00 (local time), November 16, 2017 and via ☒ e-mail, ☐ courier mail to the address below:

United Nations Development Programme
14 Petros Adamyan street, 0010, Yerevan
or
tenders.armenia@undp.org

Quotations submitted by email must be limited to a maximum of 5MB, virus-free and no more than 3 transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned good/s:

Delivery Terms [INCOTERMS 2010]	<input checked="" type="checkbox"/> DAP Yerevan, UNDP
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Customs clearance ¹ , if needed, shall be done by:	<input checked="" type="checkbox"/> by UNDP		
Exact Address of Delivery Location:	UNDP, 14 Petros Adamyan street, 0010, Yerevan, Armenia		
Latest Expected Delivery	<input checked="" type="checkbox"/> 30 days from the issuance of the Purchase Order (PO)/Contract for Goods		
Delivery Schedule	<input checked="" type="checkbox"/> Required		
Mode of Transport	<input checked="" type="checkbox"/> LAND	<input checked="" type="checkbox"/> SEA	<input checked="" type="checkbox"/> AIR
Preferred Currency of Quotation ²	<input checked="" type="checkbox"/> United States Dollars or <input checked="" type="checkbox"/> Local Currency : Armenian drams		
Value Added Tax on Price Quotation ³	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes		
After-sales services required	<input checked="" type="checkbox"/> Warranty on Parts for minimum period of 3 years with appropriate certificate.		
Deadline for the Submission of Quotation	Thursday, November 16, 2017, 18:00 local time		
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English		
Documents to be submitted ⁴	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Company's profile; <input checked="" type="checkbox"/> Latest Business Registration Certificate; <input checked="" type="checkbox"/> Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; <input checked="" type="checkbox"/> Provide documentation confirming correspondence of the proposed items to the technical requirements of this document (photos of item and original package with labeling, technical documentation, copies of catalog pages with proposed item). <input checked="" type="checkbox"/> Provide «EAC» (Eurasian Economic Union) and/or CE (European) certificate of quality. <input checked="" type="checkbox"/> Provide detailed schedule of goods delivery DAP UNDP, 14 Petros Adamyan street, 0010, Yerevan, Armenia. <input checked="" type="checkbox"/> Provide description of performance of warranty commitments. <input checked="" type="checkbox"/> On additional request to provide 1 sample of the offered item in its original packaging (the samples are not sent back after RFQ finalization because they might be destroyed/damaged during testing).		

¹ Must be linked to INCO Terms chosen.

² Local vendors must comply with any applicable laws regarding doing business in other currencies. Conversion of currency into the UNDP preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of UNDP's issuance of Purchase Order.

³ This must be reconciled with the INCO Terms required by the RFQ. Furthermore, VAT exemption status varies from one country to another. Pls. tick whatever is applicable to the UNDP CO/BU requiring the goods.

⁴ First 2 items in this list are mandatory for the supply of imported goods

Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 60 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery and acceptance of goods
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ⁵ <input checked="" type="checkbox"/> Luminaries must meet the requirements of the following quality standards (see Annex 1, Section 4, Scope of Work). <input checked="" type="checkbox"/> Manufacturer of supplied light fixtures must have at least 3 years of experience in supplying or production of lighting equipment and lighting accessories, confirmed by references from satisfied clients. <input checked="" type="checkbox"/> Supplier should provide minimum of 3-year guarantee on preservation of announced technical parameters proposed items. Supplier should inform on the workflow how the guarantee will be executed, upon the claim from the Client (UNDP). <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions
UNDP will award to:	<input checked="" type="checkbox"/> One and only one supplier
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order/Contract for Supply of Goods.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with RFQ requirements.
Annexes to this RFQ ⁶	<input checked="" type="checkbox"/> Specifications of the Goods Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions (Annex 3). Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only)	Procurement Unit Procurement.armenia@undp.org Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

Goods offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

⁵ UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term "more superior" as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

⁶ Where the information is available in the web, a URL for the information may simply be provided.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 3.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link : http://www.un.org/depts/ptd/pdf/conduct_english.pdf

Thank you and we look forward to receiving your quotation.

Sincerely yours,
Procurement Unit

Technical Specifications

1. Title

Supply of energy efficient light equipment (LED indoor luminaires) for residential buildings in Sarigyugh, Nerkin Tsaghkavan and Voskevan communities of Tavush Region, RoA as part of the “Bright Borders” Initiative.

2. Project Title

UNDP “Integrated Support to Rural Development: Building Resilient Communities Project”.

3. Project Description

“Integrated Support to Rural Development: Building Resilient Communities” is implemented in borderline communities of Tavush Region of the Republic of Armenia with the financial support of the Russian Federation. The overall goal of the project is to ensure balanced development of Tavush region of RA through an integrated socio-economic approach. The project aims at raising the quality of life and income level of the local population in 45 bordering communities of Tavush region.

4. Scope of Work

Within the scope of “Integrated Support to Rural Development: Building Resilient Communities” Project will purchase and deliver total 4430 pcs of energy efficient light equipment (LED luminaires) for residential use by a total of 886 households of Sarigyugh (344 households), Nerkin Tsaghkavan (166 households) and Voskevan (376 households) communities of Tavush Region, RoA as part of the “Bright Borders” Initiative to cut electricity costs of the households and to introduce an advanced technology to the vulnerable communities. Each household will receive five (5) luminaries to be in line with the practices set forth by the “Bright Borders” Initiative.

The supplied luminaires should provide illumination level required by the norms and must comply with technical requirements as described below.

Description	Նկարագրություն	pcs հատ
Light Emitting Diode (LED) luminaire Form – traditional light bulb shape (water droplet shape); Screw Base: E27 Rated Input Voltage – 170-240V; Rated Input Frequency – 50Hz; Power factor not less than – 0.5; Light output not less than – 1200lm; Luminous Efficacy – 90-120 lm/W; Light Correlated Color Temperature (CCT) – 2500-3200 K; Color Rendering Index (CRI) not less than – 75(Ra); Fluctuation rate maximum permissible – 5%; Operating ambient temperature - -25~ +40 °C	Լույս արձակող դիոդային (ԼԱԴ) լուսատու Արտաքին տեսքը – ալանդական շիկացման լամպի տեսք (կաթիլ); Կոթառ - E27 Աշխատանքային լարում – 170-240Վ; Աշխատանքային հաճախություն – 50Հց; Հզորության գործակից, ոչ պակաս քան – 0.5; Լուսային ելք, ոչ պակաս քան – 1200լմ; Լուսաարգասիք – 90-120 Լմ/Վտ; Լույսի համահարաբերակցված գունային ջերմաստիճան (ՀԳՋ) – 2500-3200 Կ; Գունափոխանցման գործակից (ԳՓԳ), ոչ պակաս քան – 75 (Ra); Տատանման ցուցիչ, առավելագույնը – 5%; Աշխատանքային ջերմաստիճանի տիրույթ՝ -25~ +40 °C	4430

	Operating lifetime, at least – 30 000 hours Energy Efficiency Class, not less than – A; Warranty period, at least – 3 years.	Շահագործման ժամկետը, առնվազն՝ 30 000 ժամ Էներգաարդյունավետության դաս, ոչ պակաս քան - A Երաշխիքային ժամկետ – 3 տարի:	
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All proposed items must have «EAC» (Eurasian Economic Union) and/or CE (European) certificate of quality.

5. Other Requirements:

- As requested, bidders should submit one (1) sample of the proposed lamps to UNDP for laboratory testing purposes and confirmation by final user;
- Complying of the technical parameters of proposed items to the requirements above should be confirmed by labeling on package, by accompanying documents or by copies of catalog pages with proposed items;
- Luminaries must have clear marks with information on model and its technical characteristics, and also marks with information on model and country of origin of LEDs and driver.

6. Institutional Arrangement

- The Contractor shall deliver total 4430 pcs of the energy efficient light equipment.
- If delivered LED luminaires after opening the package will be damage and unfit for installation all the deficiencies shall be implemented by the Contractor on its own expense within 15 calendar days.

7. Delivery time

30 calendar days after signing of the contract.

FORM FOR SUBMITTING SUPPLIER'S QUOTATION⁷

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery⁸)

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 092/17**:

TABLE 1 : Offer to Supply Goods Compliant with Technical Specifications and Requirements

Item No.	Description/Specification of Goods	Quantity	Latest Delivery Date	Unit Price (currency)	Total Price per Item (currency)
1.	Light Emitting Diode (LED) luminaire Form – traditional light bulb shape (water droplet shape); Screw Base: E27 Rated Input Voltage – 170-240V; Rated Input Frequency – 50Hz; Power factor not less than – 0.5; Light output not less than – 1200lm; Luminous Efficacy – 90-120 lm/W; Light Correlated Color Temperature (CCT) – 2500-3200 K; Color Rendering Index (CRI) not less than – 75(Ra); Fluctuation rate maximum permissible – 5%; Operating ambient temperature - -25~ +40 °C Operating lifetime, at least – 30 000 hours Energy Efficiency Class, not less than – A; Warrantee period, at least – 3 years.	4430	30 days		
	Total Prices of Goods⁹				
	Add : Cost of Transportation (UNDP, 14 Petros Adamyan, 0010, Yerevan, Armenia)				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Final and All-Inclusive Price Quotation				

⁷ This serves as a guide to the Supplier in preparing the quotation and price schedule.

⁸ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

⁹ Pricing of goods should be consistent with the INCO Terms indicated in the RFQ

Additional Requirements

No	Description	Availability (Yes/No)
1	Provide documentation confirming correspondence of the proposed items to the technical requirements of this document (photos of items and original packages with labeling, technical documentation, copies of catalog pages with proposed items);	
2	Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer);	
3	«EAC» (Eurasian Economic Union) and/or CE (European) certificate of quality.	
4	Documentation confirming correspondence of the proposed LED items to the technical requirements set in Section 4 of the Annex 1.	
5	Provide description of performance of warranty commitments	
6	Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List	
7	On additional request to provide 1 sample of the offered item in its original packaging (the samples are not sent back after RFQ finalization because they might be destroyed/damaged during testing).	

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]

Annex 3 General Terms and Conditions

Attached separately.