



REQUEST FOR QUOTATION RFQ 057/18

NAME & ADDRESS OF FIRM	DATE: August 9, 2018
	REFERENCE: Supply of wine production equipment in Achajur, Aygehovit communities and Mosesgegh, Verin Karmiraghbyur, Choratan and Aygedzor settlements of Berd community of the Tavush Marz

Dear Sir / Madam:

We kindly request you to submit your quotation for **“Supply of wine production equipment in Achajur, Aygehovit communities and Mosesgegh, Verin Karmiraghbyur, Choratan and Aygedzor settlements of Berd community of the Tavush Marz”** detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before 16:00 (local time), August 23, 2018 and via ☒ e-mail, ☒ courier mail to the address below:

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

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 above mentioned good/s:

Delivery Terms [INCOTERMS 2010]	<input checked="" type="checkbox"/> DAP Achajur, Aygehovit communities and Mosesgegh, Verin Karmiraghbyur, Choratan and Aygedzor settlements of Berd community of the Tavush Marz (Armenia)		
Customs clearance ¹ , if needed, shall be done by:	<input checked="" type="checkbox"/> by UNDP		
Exact Address of Delivery Location:	Achajur, Aygehovit communities and Mosesgegh, Verin Karmiraghbyur, Choratan and Aygedzor settlements of Berd community of the Tavush Marz (Armenia)		
Latest Expected Delivery	<input checked="" type="checkbox"/> 45 days from the issuance of the Purchase Order (PO)		
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 period – 3 years on all parts		
Deadline for the Submission of Quotation	Thursday, August 23, 2018, 16:00 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"/> Quality Certificates (ISO, etc.) - compliance / quality certificates; <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"/> Reference from the taxation authorities about tax liabilities; <input checked="" type="checkbox"/> Brief organizational overview and proof of experience in import or manufacturing of wine production equipment or similar equipment within last three year. <input checked="" type="checkbox"/> Detailed technical parameters of the offered equipment.		
	<input checked="" type="checkbox"/> 60 days		

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	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 installation of wine production equipment in all communities.
Liquidated Damages	<input checked="" type="checkbox"/> Will be imposed under the following conditions: Percentage of contract price per day of delay: 0.25% Max. no. of days of delay: 6 weeks Next course of action: contract termination
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ⁵ <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> At least 3 years of proven experience in supply and installation of wine production equipment or similar equipment; <input checked="" type="checkbox"/> Acceptable warranty period and availability of local after-sales services.
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 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.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.

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

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.

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 Specification

1. Title

Supply of wine production equipment in Achajur, Aygehovit communities and Mosesgegh, Verin Karmiraghbyur, Choratan and Aygedzor settlements of Berd community of the Tavush Marz.

2. Project Title

“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 supply of wine production equipment in Achajur, Aygehovit communities and Mosesgegh, Verin Karmiraghbyur, Choratan and Aygedzor settlements of Berd community of the Tavush Marz.

5. Technical specifications

##	Name of Equipment	Description	Technical specification	Quantity and location
1.	Manual crusher/destemmer	Height	60-70 cm	1 in Verin Karmiraghbyur
		Width	50-60 cm	
		Length	110-120 cm	
		Material	Enamel coated steel	
		Surface	Painted with food coloring	
		With stainless grate and aluminum rollers	Required	
		hopper dimensions	93x50x63 cm	
2.	Centrifugal destemmer with mash pump	Height	1130-1150 cm	1 in Achajur, 2 in Mosesgegh
		Width	720-750 cm	
		Length	900-920 cm	
		capacity	1.5 t/h	
		Material	stainless steel	
		Must pump	Required	
3.	Centrifugal destemmer with mash pump	Height	1130-1150 cm	2 in Aygehovit, 1 in Verin karmiraghbyur, 1 in Choratan
		Width	720-750 cm	
		Length	900-920 cm	
		capacity	2 t/h	
		Material	stainless steel	
		power	1.5 kW, 2 HP, 230 V-CE	

		Must pump	built in with 50/60mm barbed outlet, 2-2,5 bar - ca. 3000l/h	
		Basket	Removable stainless	
		Casters	At least 2	
		Emergency stop button	1	
4.	Rubber tube with spring, 10 m	length	10 m	1 in Achajur, 2 in Aygehovit, 2 in Mosesgegh, 1 in Verin Karmiraghbyur, 1 in Choratan
5.	Wood Basket Press	Height	165-170 cm	2 in Aygehovit, 2 in Mosesgegh, 1 in Verin Karmiraghbyur, 1 in Choratan
		Diameter of Basket	50-60 cm	
		Length of legs	10-15 cm	
		Number of legs	At least 3	
		volume	130-140 l	
		weight	135-50 kg	
		Diameter	50-60 cm	
		Grid for wood basket press	required	
6.	Stainless variable volume tank with floating lid	Material	Stainless steel	1 in Mosesgegh
		Volume	230-250 l	
		Height	820-830 mm	
		Diameter	640-650 mm	
		S/S pump with manometer	Required	
		Plastic Breath-Valve	Required	
		Food Grade Rubber-tube (seal)	Required	
		Pneumatic Floater s/s	Required	
		Partial drain	Required	
7.	Stainless variable volume tank with floating lid	Material	Stainless steel	1 in Achajur, 3 in Aygehovit, 2 in Mosesgegh, 1 in Verin Karmiraghbyur
		Volume	530-550 l	
		Height	1270-1300 mm	
		Diameter	770-800 mm	
		S/S pump with manometer	Required	
		Plastic Breath-Valve	Required	
		Food Grade Rubber-tube (seal)	Required	
		Pneumatic Floater s/s	Required	
		Partial drain	Required	

8.	Stainless variable volume tank with floating lid	Material	Stainless steel	1 in Mosesgegh, 2 in Verin Karmiraghbyur, 1 in Choratan
		Volume	1000-1100 l	
		Height	1520-1530 mm	
		Width	960-1000 mm	
		S/S pump with manometer	Required	
		Plastic Breath-Valve	Required	
		Food Grade Rubber-tube (seal)	Required	
		Pneumatic Floater s/s	Required	
		Partial drain	Required	
9.	Wine plate filter	Height	670-700 mm	2 in Aygehovit, 1 in Mosesgegh, 2 in Verin Karmiraghbyur, 1 in Choratan
		Width	460-470 mm	
		Length	570-580 mm	
		Number of plastic plates	At least 11	
		Size of plastic plates	20x20 cm	
		Capacity	300 l/h	
		stainless steel valve and pump	Required	
		On stainless steel casters	Required	
		With manometer	Required	
10.	Cooling Plate	Length	1200-1300 mm	1 in Achajur, 1 in Aygehovit, 1 in Choratan
		Width	370-400 mm	
		Material	AISI 304 Stainless steel	
11.	Wine corker, manual	Dimensions	230x200x510mm	1 in Achajur, 2 in Aygehovit, 1 in Mosesgegh, 2 in Verin Karmiraghbyur, 1 in Choratan
12.	Refractometer ATC 3 Scales	BABO 0-27	Required	2 in Aygehovit, 1 in Choratan
		Oe 0-140	Required	
		% Sacc. BRIX 0-32	Required	
13.	Heat shrink gun	Power	700 w	2 in Aygehovit, 1 in Mosesgegh, 1 in Verin Karmiraghbyur, 1 in Choratan
14.	Funnel	Diameter	D200 mm	1 in Aygehovit, 1 in Mosesgegh, 1 in Choratan
		Material	Stainless steel	

15.	Measuring jug	With open handle	Required	1 in Mosesgegh
		Capacity	1.5 lt.	
		Material	Stainless steel	
16.	Bottling machine	Height	600-620 mm	1 in Aygedzor
		Width	50-60 mm	
		Length	1500-1600 mm	
		Weight	54-60 kg	
		2 Nozzles	Required	
		Number of plastic plates	10-15	
		Size of plastic plates	20x20 cm	
		Capacity:	150-170 l/h	
		Pump JES 5	Required	
		Material	stainless steel	
17.	Self-filled pump	Material	AISI 304 stainless steel	1 in Achajur, 1 in Aygehovit, 1 in Choratan
		Productivity	28-30 l/min	
		Power	230 v	
18.	Sampling device	Material	glass	1 in Aygehovit
		Length	75-100 sm	
		Volume	70-100 ml	

6. Duration of the Work

45 calendar days after signing the contract.

7. Duty Station

Achajur, Aygehovit communities and Mosesgegh, Verin Karmiraghbyur, Choratan and Aygedzor settlements of Berd community of the Tavush Marz.

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 057/18**:

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

Item No.	Description/Specification of Goods as per Annex 1	Quantity	Latest Delivery Date	Unit Price /currency/	Total Price per Item / currency /
1	Manual crusher/destemmer	1 in Verin Karmiraghbyur)	45 days after PO issue		
2	Centrifugal destemmer with mash pump	3 (1 in Achajur, 2 in Mosesgegh)	45 days after PO issue		
3	Centrifugal destemmer with mash pump	4 (2 in Aygehovit, 1 in Verin karmiraghbyur, 1 in Choratan)	45 days after PO issue		
4	Rubber tube with spring, 10 m	7 (1 in Achajur, 2 in Aygehovit, 2 in Mosesgegh, 1 in Verin Karmiraghbyur, 1 in Choratan)	45 days after PO issue		
5	Wood Basket Press	6 (2 in Aygehovit, 2 in Mosesgegh, 1 in Verin Karmiraghbyur, 1 in Choratan)	45 days after PO issue		
6	Stainless variable volume tank with floating lid (230-250 l.)	1 in Mosesgegh	45 days after PO issue		
7	Stainless variable volume tank with floating lid (530-550 l.)	7 (1 in Achajur, 3 in Aygehovit, 2 in Mosesgegh, 1 in Verin Karmiraghbyur)	45 days after PO issue		
8	Stainless variable volume tank with floating lid (1000-1100 l.)	4 (1 in Mosesgegh, 2 in Verin Karmiraghbyur, 1 in Choratan)	45 days after PO issue		
9	Wine plate filter	6 (2 in Aygehovit, 1 in Mosesgegh, 2 in Verin Karmiraghbyur, 1 in Choratan)	45 days after PO issue		
10	Cooling Plate	3 (1 in Achajur, 1 in Aygehovit, 1 in Choratan)	45 days after PO issue		
11	Wine corker, manual	7 (1 in Achajur, 2 in Aygehovit, 1 in Mosesgegh, 2 in Verin Karmiraghbyur, 1 in Choratan)	45 days after PO issue		
12	Refractometer ATC 3 Scales	3 (2 in Aygehovit, 1 in Choratan)	45 days after PO issue		
13	Heat shrink gun	5 (2 in Aygehovit, 1 in Mosesgegh, 1 in Verin Karmiraghbyur, 1 in Choratan)	45 days after PO issue		
14	Funnel	3 (1 in Aygehovit, 1 in Mosesgegh, 1 in Choratan)	45 days after PO issue		

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

15	Bottling machine	1 in Mosesgegh	45 days after PO issue		
16	Measuring jug	1 in Aygedzor	45 days after PO issue		
17	Self-filled pump	3 (1 in Achajur, 1 in Aygehovit, 1 in Choratan)	45 days after PO issue		
18	Sampling device	1 in Aygehovit			
	Total Prices of Goods⁹				
	Add : Cost of Transportation to 6 destinations				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	VAT				0%
	Total Final and All-Inclusive Price Quotation				

Additional Requirements

Other information related to this RFQ	Your		
	Yes, we accept	No, we cannot accept	If you cannot accept, please suggest your conditions
Delivery and installation duration: 45 days.			
At least 3 years of proven experience in purchase and installation of the wine production equipment			
List of similar supply conducted within last three years;			
Full acceptability of UNDP General provisions and conditions			
Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not			
Reference from the taxation authorities about tax liabilities			
Acceptable warranty period and availability of local after-sales services.			
Quality Certificates (ISO, etc.) - compliance / quality certificates for the greenhouse			
Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN			

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]

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

General Terms and Conditions

(attached separately)