REQUEST FOR QUOTATION RFQ 092/18

NAME & ADDRESS OF FIRM	DATE: October 12, 2018
	REFERENCE: Supply of energy efficient light equipment (LED street luminaires) for Central Streets illumination of Noyemberyan community of Tavush Region, RoA

Dear Bidder:

We kindly request you to submit your quotation for "*Supply of energy efficient light equipment (LED street luminaires) for Central Streets illumination of Noyemberyan community of Tavush Region, RoA*" 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), October 26, 2018 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]	☒ DAP *Yerevan* (Armenia)
Customs clearance[1], if needed, shall be done by:	☒ by UNDP

[1] *Must be linked to INCO Terms chosen.*

Exact Address of Delivery Location:	#14 P.Adamyan, UN House, Yerevan, Armenia	
Latest Expected Delivery	☒ 90 days from the issuance of the Purchase Order (PO) / Contract for Goods	
Delivery Schedule	☒Required	
Mode of Transport	☒LAND	☒ SEA ☒ AIR
Preferred Currency of Quotation[2]	☒United States Dollars or ☒Local Currency : Armenian drams	
Value Added Tax on Price Quotation[3]	☒ Must be exclusive of VAT and other applicable indirect taxes	
After-sales services required	☒Warranty on Parts for minimum period of 5 years with appropriate certificate.	
Deadline for the Submission of Quotation	*October 26, 2018, 16:00 local time*	
All documentations, including catalogs, instructions and operating manuals, shall be in this language	☒ English	
Documents to be submitted[4]	☒ Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; ☒ Company's profile; ☒ Latest Business Registration Certificate; ☒ Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); ☒ Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; ☒ Certificates of the proposed LED luminaries in accordance with the international requirements. ☒ Lighting design and calculation (estimates) for the proposed LED street luminaires based on the technical requirements and description as specified in the sketch of lighting pole (calculation should be done on the base of maintenance factor equal or equivalent 0.8). The calculation for the provided luminaries must comply with requirements provided on below table CIE R3 class asphalt. ☒ Detailed instruction of installation works of luminaries (in Russian and/or English). ☒ Detailed instruction of luminary's maintenance (in Russian and/or English). ☒ Provide documentation confirming correspondence of the proposed LED street luminaries to the technical requirements set in Chapter IV, Annex 1 of this document. ☒ Provide Technical passport of luminaires.	

[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*

	☒ Provide detailed schedule of goods delivery Choratan community of Tavush Region (Armenia). ☒ Provide description of performance of warranty commitments. Supplier should inform on the workflow how the guarantee will be executed, upon the claim from the Client (UNDP).
Period of Validity of Quotes starting the Submission Date	☒ 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	☒ Not permitted
Payment Terms	☒ 100% upon complete delivery and acceptance of goods
Liquidated Damages	☒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	☒ Technical responsiveness/Full compliance to requirements and lowest price[5] ☒ Luminaries must meet the requirements of the following quality standards (see Annex 1, Chapter IV). ☒ Manufacturer of supplied light fixtures must have at least 5 years of experience in production of lighting equipment and lighting accessories for street lighting, confirmed by information on implemented projects and appropriate references from clients. ☒ Minimum of 5 years warranty on preservation of announced technical parameters of fixtures and accessories (components). ☒ Full acceptance of the PO/Contract General Terms and Conditions
UNDP will award to:	☒ One and only one supplier
Type of Contract to be Signed	☒ Purchase Order / Contract for goods
Conditions for Release of Payment	☒ Written Acceptance of Goods based on full compliance with RFQ requirements.
Annexes to this RFQ[6]	☒ Specifications of the Goods Required (Annex 1) ☒ Form for Submission of Quotation (Annex 2) ☒ 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.

[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.*

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.

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

Annex 1

Technical Specifications

1. **Title**
   Supply of energy efficient light equipment (LED street luminaires) for Central Streets illumination of Noyemberyan community of Tavush Region, RoA.

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 purchase and deliver total 155 pcs of energy efficient light equipment (LED street luminaires) for Central Streets illumination of Noyemberyan community of Tavush Region, RoA.

   - Distance between poles - equal to 30 m
   - Location of poles - on one side of the street

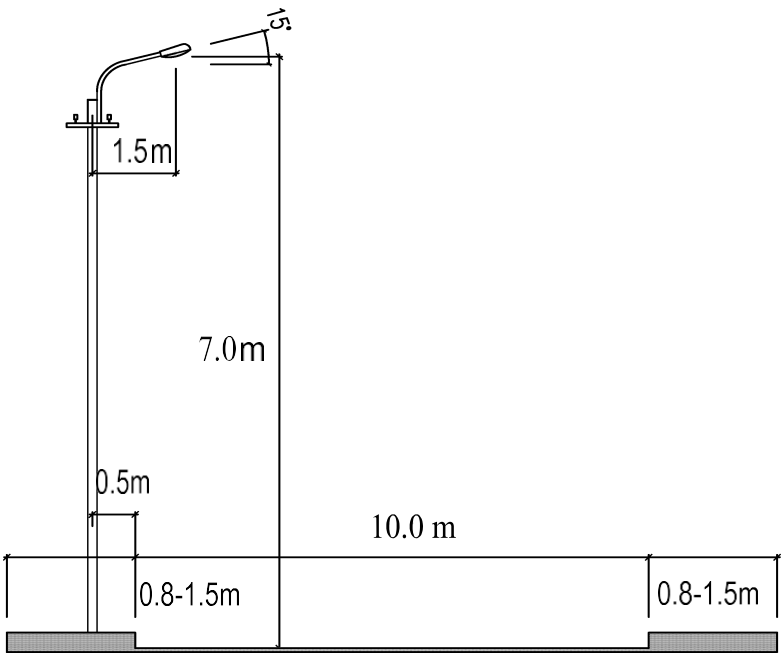
   The supplied luminaires should provide illumination level required by the norms and must comply with technical requirements as described below.

Required parameters	Requirements
Average luminance of road surface (L_{av}), cd/m^2, at least	1.0
Overall Uniformity of luminance distribution of road surface (U_o), at least	0.4
Longitudinal uniformity of luminance distribution of road surface (UI), at least	0.6
Average illumination of road surface (E_{av}), lux, at least	15
Uniformity of illumination distribution of road surface (E_{min}/E_{av}), at least	0.35

Supplier must provide:

- Certificates of the proposed LED luminaries in accordance with the international requirements.
- Lighting design and calculation (estimates) for the proposed LED street luminaires based on the technical requirements and description as specified in the sketch of lighting pole (calculation should be done on the base of maintenance factor equal or equivalent 0.8). The calculation for the provided luminaries must comply with requirements provided on below table CIE R3 class asphalt.
- Detailed instruction of installation works of luminaries (in Russian and/or English).
- Detailed instruction of luminary's maintenance (in Russian and/or English).

Sketch of lighting pole



Compliance with required parameters (see table below) should be confirmed by technical passport of luminaires.

Required parameters	Rated/Nominal Values
Total quantity of LED luminaries	155pcs
Light output ratio	Not less than 100 lm/W
Body material	Die cast aluminum
Optical block protection	Tempered protective glass
Rated Input Voltage	from 180V to 250V
Rated Input Frequency	50 ± 5 Hz
Ambient Temperature	from - 30 to + 40 0C
Life time, at least	35,000hrs @ Ta=25° (L80, B10)
Power factor	≥0,90
Surge Protection	8KV (Line-Neutral)
Color temperature of lighting fixtures	4000 ± 250K
Color rendering index (CRI)	≥70
Ingress Protection (IP), at least	IP65
Impact Protection (IK), at least	IK07
Diameter of luminaries mounting (mm)	48 - 50
Range of luminaries mounting adjustment	± 10°
Warranty Period, at least	5 years

Luminaries must meet the requirements of the following quality standards confirmed by the declaration of conformity:

- EN 60598-1 - Luminaries - General requirements and tests
- EN 60598-2-3 - Luminaries for road and street lighting
- EN 55015 - Limits and methods of measurement of radio disturbance characteristics of electrical lighting and similar equipment
- EN 61000-3-X - Limits for harmonic current emissions
- EN 61000-4-X - Electromagnetic compatibility (EMC)

- EN 61547 - Equipment for general lighting purpose, immunity requirements
- EN 62031 - LED modules for general lighting – Safety specifications
- EN 62471 – Photo biological safety of lamps and lamp systems
- EN 60529 - Degrees of protection provided by enclosures (IP Code)

5. Other Requirements:

- Optical parts of the luminaries should be made of thermally and shockproof materials, steady against ultra-violet radiation and providing operational durability.
- Luminaries must have clear marks with information on model and its technical characteristics and marks with information on model and country of origin of LEDs and driver.
- Instructions and schemes for making connections shall be provided.

6. Institutional Arrangement

- The Contractor shall deliver total 155 pcs of the energy efficient light equipment.
- If delivered LED Street 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 the project time-frame.

7. Delivery time

90 calendar days after signing of the contract.

Annex 2

FORM FOR SUBMITTING SUPPLIER'S QUOTATION[7]

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery[8])

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 092/18:**

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	LED luminaries as of Annex 1	**155**	**90 days**		
	Total:				
	Total Prices of Goods[9]				
	Add : Cost of Transportation - 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	Luminaries shall correspond to the requirement set in the Chapter IV, Annex 1	
2	Full acceptance of the PO/Contract General Terms and Conditions	
3	Manufacturer/suppliers of supplied light fixtures must have at least 5 years of experience in production/supply of lighting equipment and lighting accessories for street lighting, confirmed by information on implemented projects and appropriate references from clients (min. 3 references).	
4	Minimum of 5-year guarantee on preservation of announced technical parameters of fixtures and accessories (components). Supplier should inform on the workflow how the guarantee will be executed, upon the claim from the Client (UNDP).	
5	Company's profile; Latest Business Registration Certificate	
6	Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer);	
7	Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;	
8	Delivery time – 90 days	

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)