**Annex 2**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION[[1]](#footnote-1)**

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

**SUPPLIER’S DECLARATION(S)**

In response to the Request for Quotation for the provision of **Compensation works for the Committee on Missing Persons in Cyprus** (Reference: UNDP CYP RFQ 050 2019), We, the undersigned, hereby declare that:

1. All the information and statements made in this quotation are true and we accept that any misrepresentation contained in it may lead to our disqualification;
2. We accept UNDP Purchase Order and General Terms and Conditions;
3. We are currently not on the removed or suspended vendor list of the UN or other such lists of other UN agencies, nor are we associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council;
4. We do not employ, nor anticipate employing, any person who is or was recently employed by the UN or UNDP;

**Table 1: Price Schedule:**

|  |
| --- |
| Total: [Insert amount in words and figures and indicate currency]. Breakdown (BoQ attached). |

**TABLE 2: Offer to Comply with Other Conditions and Related Requirements**

|  |  |
| --- | --- |
| **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*** |
| All Provisions of the Specifications and UNDP General Terms and Conditions |  |  |  |

**TABLE 3: Company Background**

|  |
| --- |
| Name of the company:Year and location of registration:Number of years of previous experience as building contractor: Number of staff:  |

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]*

*[Address, email and contact details of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

1. *This serves as a guide to the Supplier in preparing the quotation and price schedule.*  [↑](#footnote-ref-1)
2. *Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes*  [↑](#footnote-ref-2)