



REQUEST FOR QUOTATION FOR LOW-VALUE GOODS

DATE: 30/05/2019

SUBJECT: Request for Quotation for supply of automobile

REF: RFQ/029/19

DEADLINE: 24 May 2019, 18:00 pm, local time (GMT+5, Tashkent)

PAGES: 3

Dear Sirs,

We kindly request you to provide a quotation for the goods described below.

ITEM #	ITEM DESCRIPTION	UNIT OF MEASURE	Q-TY	PRICE IN USD OR UZS (EXCLUSIVE OF VAT)	
				Unit Price	Total Price
1	Automobile Type: sedan Number of doors: 4 Fuel: gasoline Transmission: automatic Drive type: front Engine capacity: not less than 1485 cubic cm. Power: Not less than 100 hp Fuel tank capacity: not less than 40 l Trunk volume: not less than 450 l Diameter of wheel rim: 15 - 17 inches Color: white Equipment: - airbags, - brake system with ABS, - front fog lights, - air conditioning, - central locking, - power steering	Units	1		
	Total Prices of Goods				
	Transportation costs				
	Other costs				
	Total All-Inclusive Bid Price				

Notes:

1. The bidders must quote genuine, branded products. UNDP may conduct post-delivery inspection at its sole discretions.
2. Brochures and Technical details of the model offered MUST be submitted with the bid offer.

The UNDP General Terms and Conditions are an integral part of this RFQ and should be reviewed by all bidders.

<http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>.

In submitting a quotation, bidders expressly accept to be bound by these General Terms and Conditions.

Any Purchase Order resulting from this process shall incorporate them in full.

Please submit your quotation by completing the right column of the form below:

UNDP Requirements	Bidder's Response
Validity of Offer: <input checked="" type="checkbox"/> 60 days	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
Warranty Period Offered: <input checked="" type="checkbox"/> Minimum 12 months starting from the date of acceptance of the Goods by UNDP	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
Description of Warranty Coverage: Spare parts, repair, technical support and labor	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
Description of After Sales Service: <input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of 12 months starting from the date of acceptance of the goods by UNDP <input checked="" type="checkbox"/> Technical Support <input checked="" type="checkbox"/> Provision of Service Unit when pulled out for maintenance/ repair <input type="checkbox"/> Others	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
Delivery Terms (linked to INCOTERMS 2010): <input checked="" type="checkbox"/> CIP Tashkent, Uzbekistan <input checked="" type="checkbox"/> DDP <input checked="" type="checkbox"/> DAP Customs clearance ¹ , if needed, shall be done by UNDP	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
Payment Terms: To Local Supplier (Company registered in Uzbekistan): <input checked="" type="checkbox"/> 15% advance payment and 85% final payment will be paid in Uzbek Sums (UZS) by bank transfer to the Supplier's account after delivery and acceptance of goods by UNDP; To Foreign Suppliers (Company registered outside Uzbekistan): <input checked="" type="checkbox"/> 100% payment will be by bank transfer to the Supplier's account after delivery and acceptance of goods by UNDP	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
Delivery terms: Tashkent, Uzbekistan Latest Delivery Date is not more than 60 calendar days from day of signing contract by both parties	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
All documentations, including catalogs, instructions and operating manuals, shall be in: <input checked="" type="checkbox"/> English, Russian or Uzbek	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Please explain in case of "No": _____
Liquidated Damages:	<input type="checkbox"/> Accept

¹ Must be linked to INCO Terms chosen

<input checked="" type="checkbox"/> Will be imposed under the following conditions: Percentage of contract price per day of delay: 0.1% Max. no. of days of delay: 30 calendar days After which UNDP may terminate the contract.	<input type="checkbox"/> Does not accept <input type="checkbox"/> Please explain in case of "Does not accept":
Please confirm that your company is not included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;	<input type="checkbox"/> Not listed <input type="checkbox"/> Listed <input type="checkbox"/> Please explain in case of "Listed":
Please confirm that you accept the UN Supplier Code of Conduct, available at https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct	<input type="checkbox"/> Accept <input type="checkbox"/> Does not accept <input type="checkbox"/> Please explain in case of "Does not accept":

We request your duly signed and sealed price quotation in a company letterhead and additional details as outlined, latest by **18:00 (GMT +5)** on or before **30 May 2019**.

You may deliver physically in a sealed envelope to the United Nations Building, 4, Taras Shevchenko street, Tashkent 100029, Uzbekistan.

Alternatively, you may submit it electronically in .pdf format to bids.uz@undp.org². Quotation submitted by e-mail must be limited to a maximum size of 10 MB, virus-free and consist of no more than 3 email transmissions. Otherwise, such quotations will be rejected.

Your bid should contain the following reference either on the envelope or email subject:

RFQ/029/19 – SUPPLY OF AUTOMOBILE³

Please follow these instructions and be mindful of deadlines. Bids submitted through other means or to other addresses will not be accepted.

UNDP will consider an award to the quotation which complies with all requirements in full and offers the lowest price. UNDP reserves the right to conduct post qualification exercise by requesting additional documents/clarifications/information if deemed necessary.

Any offer that does not meet requirements shall be rejected. UNDP is under no obligation to accept any bid.

Any request for additional information or queries must be sent/addressed to Procurement Unit three business days prior to the deadline in writing to pu.uz@undp.org.

Yours Sincerely,

Procurement Unit

² Quotations submitted to other e-mail addresses will not be accepted and will be rejected.

³ Quotations that do not contain the specified subject or reference to the tender number in the subject line of e-mail message or on the envelope will not be opened and will be rejected.