

**United Nations Development Programme, Procurement Support Unit**

**Request for Quotation (RFQ) GP600661-5** (to be cited in all correspondence and documentation)

We kindly request you to submit your quotation as per detailed specifications. Quotations should be submitted before **Tuesday 20 AUG** via e-mail to: [gpucree@undp.org](mailto:gpucree@undp.org)

**Quotations submitted must be limited to a maximum of 5MB** and they must be free from any form of virus or corrupted contents.

It shall remain your responsibility to ensure that your quotation will reach the email address above on or before the deadline.

Submit both in excel format as well as a signed PDF.



Item #	Description of required Item	Offer Proposed	Qty requested	TOT Price USD	Earliest Delivery time in weeks after Purchase Order
1	Earth/mud Block Press Machine Manually-operated. Compression ratio of approx. 1.83 with 15 tons available force. Capable of producing blocs from 5 to 10 cm height with a tolerance of 1mm. Capable of producing tiles at least 2.5 cm thick Available force :150 KN (15 tons) Compression ratio: 1.60 or 1.83 Theoretical output per hour: more than 120 strokes Lid opening: Automatic Capable of lid adjustment	Describe and state model reference	1		
2	3 standard sets of molds (please describe)	please describe	3		
3	Basic kit of spare parts	please describe	1		
	Total cost of goods	Please mention FCA place			
4	Freight CPT Freetown Airport/port				

**Special Notes :**

Goods and/or services 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 Contract 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 I.

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:

<https://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html>

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: <https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct>

Thank you and we look forward to receiving your quotation.

Sincerely yours,

Sonia Tardajos

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Date: 15 AUG 2019