

FORM FOR SUBMITTING SUPPLIER'S QUOTATION¹

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery²)

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. _____:

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

			Exclusive of EWA and Municipalities charges	Inclusive of EWA and Municipalities charges (The UNDP works with the landlord and pays for all their bills through one lump sum to the landlord: rent, service fees, utility bills etc.)
1.	The contract will be awarded based on the evaluation criteria hereinabove. The submission should include the proposal amount (in BHD) for delivering the required outputs listed above	a. Annual rate, payment on a monthly basis in arrears for property A.		
2.		b. Annual rate, payment on a monthly basis in arrears for property B.		
3.		c. Annual rate, payment on a monthly basis in arrears for property C.		
4.		d. Annual rate, payment on a monthly basis in arrears for property D etc...		

TABLE 3 : 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
Services as per attached TOR			
Validity of Quotation (60 days)			
All Provisions of the UNDP General Terms and Conditions			
All Provisions of the payment cycles listed hereinabove.			
All Provisions of the UNDP lease agreement template			

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]

¹ This serves as a guide to the Supplier in preparing the quotation and price schedule.

² Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes