

**RESPONSES TO THE REQUESTS FOR CLARIFICATIONS RECEIVED FROM THE POTENTIAL
BIDDERS UNDER ITB NO. BLR/77/2015
FOR THE SUPPLY AND DELIVERY OF ONE (1) MOBILE PLASMA ARC REFRIGERANT
DESTRUCTION UNIT**

1. Question: Is there any available sample form for below documents?

- 1.1. "Written confirmation authorization the signatory of the bid to commit the bidder (Power of Attorney or relevant extract of Bidder's Charter)";
- 1.2. "All information regarding any past and current litigation...";
- 1.3. Environmental Compliance Certificate, Accreditations, Markings/Labels...";
- 1.4. List of contracts for similar projects..."

Answer: 1.1. Written confirmation authorizing the signatory of the bid to commit the Bidder (Power of Attorney or relevant extract of Bidder's Charter): There is no specific form of the document or any mandatory requirements to it; the confirmation can be issued by the relevant Bidder's authority in any form of a Power of Attorney. The document may include the following wording (the below wording is provided as a sample only and the document can be drawn up in any other format):

"We, ____ (company name and details) herewith authorize Mr./Mrs. ____ to represent our company at the tender ITB No.BLR/77/2015 for the supply and delivery of one (1) mobile plasma arc refrigerant destruction unit and to sign bidding documents, provide clarifications and participate in negotiations under the aforementioned bids and to sign contract in our behalf in the scope of our bid".

The relevant extract of the Bidder's Charter should state that a person is entrusted to sign bids, contracts, obligations, etc on behalf of the legal entity.

1.2. All information regarding any past and current litigation during the last three (3) years...": It is required to provide this information under item 11, Section 5 of ITB No.BLR/77/2015 (page 31 of ITB document). In the case of absence of litigation history, please clearly state this under item 11.

1.3. Environmental Compliance Certificate, Accreditations, Markings/Labels...": Please provide any documented evidence (if available) of the Bidder's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (for instance ISO 14000 certificate, ecolabels, etc).

1.4. List of contracts for similar projects...": It is required to provide this information under item 1.2, Section 6 "Technical Bid Form" of ITB No.BLR/77/2015 (page 34 of ITB document). Please fill in the table of the said item.

If your customers reference letters are available, they may be submitted (but it is not mandatory) with the bid.

2. Question: Is the Section 10: Manufacturer's Authorization form for agent (not manufacturer) only?

Answer: Yes, the Manufacturer's Authorization Form under Section 10 of ITB No.BLR/77/2015 is for the manufacturer's agent only. Manufacturers are not required to fill in the said form.

3. Question: We cannot prepare the list of all options with current prices and warranty their supply with the destruction unit or separately, due to there is no available optional accessories and parts. Is it acceptable for you to submit documents without the above list?

Answer: Yes, it is acceptable to submit the bid without the List of all options with current prices and warranty of their supply with the destruction unit or separately indicated under item 2.7 of Section 6 "Technical Bid Form" of ITB No.BLR/77/2015 (page 38 of ITB document) if there are no optional accessories and parts to the unit. Please state under the sub-item "Options..." of item 2.7 or as a separate statement that there are no readily available optional accessories and parts to the proposed unit.

4. Question: Could you please let us know the payment term for this bid, as we noticed below two statement. Which term will be applied this time?

1.

Payment Terms (max. advanced payment is 20% of total price as per UNDP policy)	<input checked="" type="checkbox"/> 100% within 10 days upon UNDP's acceptance of the goods delivered, tested, commissioned and accepted in writing by UNDP as specified and receipt of invoice or <input checked="" type="checkbox"/> 20% advanced payment and 80% within 10 days upon UNDP's acceptance of the goods delivered, tested, commissioned and accepted in writing by UNDP as specified and receipt of invoice
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2.

2.1 UNDP shall, on fulfillment of the Delivery Terms, unless otherwise provided in this Purchase Order, make payment within 30 days of receipt of the Supplier's invoice for the goods and copies of the shipping documents specified in this Purchase Order.

Answer:

As indicated under item "Payment Terms" of ITB Section 3b (pages 27, 28 of ITB document) there are two payment options:

1. 100% payment within 10 days upon acceptance of the Goods by the Purchaser, or
2. 20% advanced payment (please note that in line with the provisions of DS 12 of ITB Instructions to Bidders Data Sheet the Bidder may be required to submit the Advanced Payment Security) and 80% payment within 10 days upon acceptance of the Goods by the Purchaser.

It is up to Bidders to choose the mode of payment for their bids.

As indicated under item 2.1 it is applicable unless otherwise provided in the purchase order; therefore the payment will be effected in line with the payment terms of the purchase order (option 1 or 2 above).