**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))***

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. **RFQ 057/17**:

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description/Specification of Goods** | **Quantity** | **Latest Delivery Date** | **Unit Price /currency/** | **Total Price per Item****/ currency /** |
| 1 | Drying units for fruit and vegetables (please indicate the brand names) | **8** | 60 days after PO issue |  |  |
|  | **Total Prices of Goods[[3]](#footnote-3)** |  |
|  |  Add : Cost of Transportation to 8 communities (as per Annex 1) |  |
|  |  Add : Cost of Insurance |  |
|  |  Add : Other Charges (pls. specify) |  |
|  | **VAT** | 0% |
|  | **Total Final and All-Inclusive Price Quotation** |  |

Additional Requirements

|  |  |
| --- | --- |
| **Other information related to this RFQ** | Your answer |
| ***Yes, we accept*** | ***No, we cannot accept*** | ***If you cannot accept, please suggest your conditions***  |
| Delivery and installation duration: 60 days. |  |  |  |
| At least 3 years of proven experience in purchase and installation of the drying units for fruit and vegetables equipment |  |  |  |
| List of similar supply conducted within last three years; |  |  |  |
| Full acceptability of UNDP General provisions and conditions  |  |  |  |
| Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List |  |  |  |
| Reference from the taxation authorities about tax liabilities |  |  |  |
| Warranty (not less than 1year year) |  |  |  |
| Quality Certificates (ISO, etc.)  |  |  |  |

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]*

*[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)
3. *Pricing of goods should be consistent with the INCO Terms indicated in the RFQ* [↑](#footnote-ref-3)