



REQUEST FOR QUOTATION (RFQ) (Goods)

DATE: April 25, 2018

REFERENCE: UNDP-SYR-ITB-039-18

Dear Sir / Madam:

We kindly request you to submit your quotation for the supply of Jandar Training Center Test Equipment, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before May 13, 2018 and via e-mail, or courier mail to the address below:

United Nations Development Programme
Syria, Damascus, Mezzeh, West Villas, Ghazzawi Street, No.8
Hanan Al Ali, Procurement Associate
Syria.bids@undp.org

Quotations submitted by email must be limited to a maximum of 5 MB, virus-free and no more than 4 email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned good/s:

Delivery Terms [INCOTERMS 2010] (Pls. link this to price schedule)	<input checked="" type="checkbox"/> DAP
Customs clearance, if needed, shall be done by:	<input checked="" type="checkbox"/> UNDP
Exact Address/es of Delivery Location/s (identify all, if multiple)	Jandar Training Center, Jandar, Homs, Syria
UNDP Preferred Freight Forwarder, if any	N/A
Distribution of shipping documents (if using freight forwarder)	N/A
Latest Expected Delivery Date and Time (if delivery time exceeds this, quote may be rejected by UNDP)	<input checked="" type="checkbox"/> 3 months from the issuance of the Purchase Order (PO)
Delivery Schedule	<input checked="" type="checkbox"/> Not Required
Packing Requirements	Standard packaging for the equipment
Mode of Transport	No preferred mode of transport.
Preferred Currency of Quotation ¹	<input checked="" type="checkbox"/> United States Dollars However, for local suppliers' payments will be in Syrian Pounds at the prevailing UN exchange rate at the date of the invoice <i>Reference date for determining UN Operational Exchange Rate: the date of deadline of Bid Submission</i>
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
After-sales services required	<input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of 2 years <input checked="" type="checkbox"/> Technical Support: User's Training for <i>up to 2 persons for each purchased item</i> , to be conducted at <i>Jandar Training Center, Homs, Syria</i> for the minimum requested period as mentioned in the technical Specifications;

¹ Local vendors must comply with any applicable laws regarding doing business in other currencies. Conversion of currency into the UNDP preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of UNDP's issuance of Purchase Order.

Deadline for the Submission of Quotation	14:00 hrs, <i>Sunday, May 13, 2018 and Syria time</i>
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> A statement whether any import or export licenses are required in respect of the goods to be purchased including any restrictions on the country of origin, use/dual use nature of goods or services, including and disposition to end users; <input checked="" type="checkbox"/> Confirmation that licenses of this nature have been obtained in the past and an expectation of obtaining all the necessary licenses should the quotation be selected; <input checked="" type="checkbox"/> Latest Business Registration Certificate; applicable, and if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; <input checked="" type="checkbox"/> Company Profile, which should <u>not</u> exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods/services being procured <input checked="" type="checkbox"/> Official Letter of Appointment as local representative, if Bidder is submitting a Bid in behalf of an entity located outside the country <input checked="" type="checkbox"/> Quality Certificate (e.g., ISO, CE, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any <input checked="" type="checkbox"/> Certification or authorization to act as Agent in behalf of the Manufacturer, or Power of Attorney, if bidder is not a manufacturer <input checked="" type="checkbox"/> Latest Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report for the past 3 years <input checked="" type="checkbox"/> Statement of Satisfactory Performance from the Top 3 Clients in terms of Contract Value the past 3 <i>years of reference</i> . <input checked="" type="checkbox"/> CVs of the Trainers who will be assigned to conduct the required training. <input checked="" type="checkbox"/> All information regarding any past and current litigation during the last five (5) years, in which the bidder is involved, indicating the parties concerned, the subject of the litigation, the amounts involved, and the final resolution if already concluded.
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation <i>beyond</i> what has been initially

	indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Permitted <i>per item</i>
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of goods
Liquidated Damages	<input checked="" type="checkbox"/> Will be imposed under the following conditions: Percentage of contract price per day of delay:0.05% Max. no. of days of delay : 20 days Next course of action : Termination of Contract
Evaluation Criteria <i>[check as many as applicable]</i>	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ² <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions Compliance on the following qualification requirements: <input checked="" type="checkbox"/> Minimum no. of years of experience in similar contracts: <i>3 years</i> ; <input checked="" type="checkbox"/> Current ratio of not less than 1.0; <input checked="" type="checkbox"/> Minimum no. of similar projects undertaken over the past 3 years: <i>3 projects</i> ; <input checked="" type="checkbox"/> Full compliance of Bid to the Technical Requirements; <input checked="" type="checkbox"/> Items quoted should be compliant to IC and CE certificates <input checked="" type="checkbox"/> After-sales service of at least <i>2 years</i> ; <input checked="" type="checkbox"/> Warranty on parts and services for a minimum period of <i>2 years</i> ; <input checked="" type="checkbox"/> User's Training for <i>up to 2 persons for each purchased item</i> , to be conducted at <i>Jandar Training Center, Homs, Syria</i> for the minimum requested period as mentioned in Section 3a: Schedule of Requirements and Technical Specifications; <input checked="" type="checkbox"/> Acceptability of the Transportation/Delivery Schedule; <input checked="" type="checkbox"/> Qualification of all trainers to be assigned to the contract: <i>the trainer should have at least 5 years of similar training experience, the trainer for all equipment should be a qualified trainer with minimum of 5 years' experience</i> ".
UNDP will award to:	<input checked="" type="checkbox"/> One or more Supplier, depending on the following factors: <i>each item and related training services might be awarded to a different supplier</i>
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services)

² UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term "more superior" as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 20 days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Inspection upon arrival at destination <input checked="" type="checkbox"/> Installation (<i>the equipment should be installed by the winning bidder in Jandar training center, Homs, Syria</i>) <input checked="" type="checkbox"/> Testing [<i>after commissioning</i>] <input checked="" type="checkbox"/> Training on Operation and Maintenance [<i>up to 2 persons from Jandar Training Center to be trained on operation and maintenance of the equipment</i>] <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with ITB requirements <input checked="" type="checkbox"/> Receipt of warranty statement for two years
Annexes to this RFQ	<input checked="" type="checkbox"/> Specifications of the Goods Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only)	<i>Hanan Al Ali</i> <i>Procurement Associate</i> <i>Hanan.al-ali@undp.org</i> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

Goods 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 Purchase Order 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 indicated above - <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html> .

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:

<http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

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 : http://www.un.org/depts/ptd/pdf/conduct_english.pdf

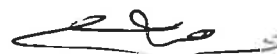
Thank you and we look forward to receiving your quotation.

Sincerely yours,

Mirvat Hammoud

Head of Procurement Team

April 25, 2018



Jandar Training Center Test Equipment Requirement

1 - Phased Array Ultrasonic Flaw Detector

Configuration:	16:64 Channels
Transducer Socket:	UT/TOFD: Lemo 1 and BNC PA:1-PEX
Pulse Voltage:	UT/TOFD: -100 to -450V PA: -25 to -75V
PRF:	UT/TOFD: 1 to 1500 Hz PA: 1 to 5000 Hz
Gain Range:	UT/TOFD: 100 dB PA: 76 dB
Bandwidth:	UT/TOFD: 200 kHz to 22 MHz PA: 200 kHz to 14 MHz
Suitable for the following applications:	Pipeline welds, Corrosion mapping inspection, thickness of material, inspection under coatings etc.
Features:	
Display:	TFT at least 8" diagonal
Signal Enhancement:	Digital Filters, smoothing, contouring, rejection.
Architecture:	16 active channels, multiplexed over 64
Digitizing Frequency:	65 MHz
Focal Laws:	128
Max A Scan Length:	4096
Supported Scans:	S-scan and L-scan
Number of Layouts:	35
Measurements:	Path length, depth, surface distance, DAC, AWS, DGS.
Report Generation:	Customizable PDF report, PNG screen capture, CSV file output.
Encoder:	1 or 2 axes (quadrature input).
Standards:	EN 12688-1 / ISO 18563-1
Including:	
	USB Data-stick
	PC Viewer Software
	User Manual
	Carrying Strap and case
	Additional battery set (second battery) + external battery charger.
	4 MHZ 45-degree angle transducer.
	4 MHZ 60-degree angle transducer.
	4 MHZ 70-degree angle transducer.
	0-degree twin 4 MHZ.
	Single Transducer Cable Lemo 1 – 2m
	Twin Transducer Cable Lemo 1 – 2m
	Cal Block No. 1 (V1)
	DAC calibration block
	Cal Block No. 2 (20 mm) V2
	5 step calibration block carbon
	Sonagel-W1 1-Litre Tub Water Based

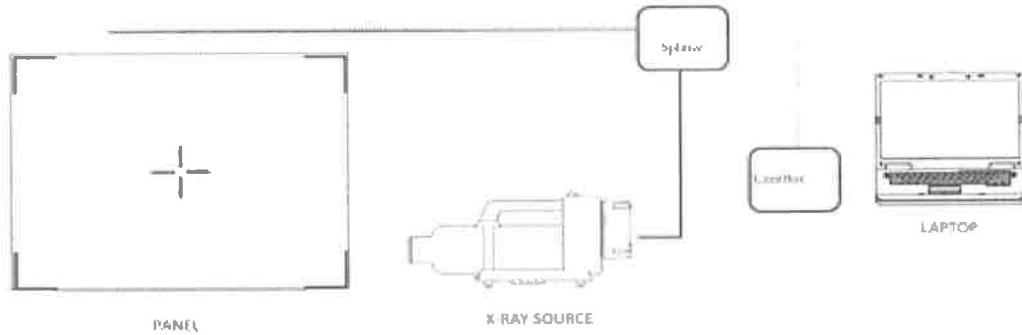
2 – NDT Portable Digital X-ray System Specifications

Specifications

For checking cracks and defects in power plant components such as (Pipelines, Compressors and Turbine Blades)

Imaging Area (mm):	At least 300 X 400 mm
Dynamic Range:	16 bits (65,536 grey levels)
Resolution:	3.5 lp/mm
Pixel Pitch:	148 µm
Robust, Field Design:	YES
Battery Operation:	At least 7 hours
Battery Power Level Indication:	LED Indicator
Charge During Nonstop AC Operation:	YES
Support Vehicle DC/AC Inverter:	YES
Accessories:	Tripod Mount

Should include: Flat panel, operating system, 3m cable to imager, AC cables, X-ray cable, laptop computer, Communication Box, image software, imager holder, panel cover, carrying case, user manuals & quick-start guide in English language, 2-year warranty, Training.



Item	Power Source	Connection
Laptop	External Power / Laptop Battery	Cable
Panel	Internal Battery / External Power	Cable
X-Ray Source	X-ray Source Battery	Cable
Split Adapter		Cable

Digital x-ray system layout

FORM FOR SUBMITTING SUPPLIER'S QUOTATION³

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery⁴)

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. _____:

The Bidder is required to prepare the Price Schedule as indicated in the Instruction to Bidders.

The Price Schedule must provide a detailed cost breakdown of all goods and related services to be provided, from unit price to Lot prices. Separate figures must be provided for each functional grouping or category, if any.

Any estimates for cost-reimbursable items, such as travel of experts and out-of-pocket expenses, should be listed separately.

The format shown on the following pages is suggested for use as a guide in preparing the Price Schedule. The format includes specific expenditures, which may or may not be required or applicable but are indicated to serve as examples.

A. Prices of Equipment

No.	Item Description	Expected Date of Delivery/Completion	Quantity	Unit Price USD DAP	Total Price USD DAP
1	Phased Array Ultrasonic flaw detector		1		
2	Digital X-ray screen reading, and digital screen		1		
A: Total Prices of Goods, DAP, USD (all inclusive)				100%	

B. Prices for Training:

Item	No. of Required Training Days (for two persons)	Description	Unit Price Per day of Training USD	Total Price USD
1-	3 days	Phased Array Ultrasonic Flaw Detector		
2-	3 days	Digital X-Ray.		
B: Total Price of Proposed Training in USD				

GRAND TOTAL PRICE (A + B) in USD	
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³ This serves as a guide to the Supplier in preparing the quotation and price schedule.

⁴ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

TABLE 3 : Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation are as follows :	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Delivery Lead Time			
Warranty and After-Sales Requirements			
a) Training on Operations and Maintenance			
b) Minimum one (2) year warranty on both parts and labor			
Validity of Quotation			
All Provisions of the UNDP General Terms and Conditions			

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]