**Annex 2**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION**

***(This Form must be submitted only using the Supplier’s Official Letterhead/Stationery[[1]](#footnote-1))***

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: Bill of Quantity (BoQ)**

| **No** | **Description** | **Unit** | **Quantity** | **Unit Price (US$)** | **Amount (US$)** |
| --- | --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 | 6=4X5 |
|  |  |  |  |  |  |
| **I** | **Preparation Works** |  | | | |
| 1 | Mobilization and Demobilization | ls | 1.00 |  |  |
| 2 | Project Sign Board (1000x1200mm) | ls | 1.00 |  |  |
| 3 | Reporting and Documentation | ls | 1.00 |  |  |
| **Sub Total - I** | | | | |  |
| **II** | **Demolition Work** |  | | | |
| 1 | Removed existing ventilation at Yoga room and cafe | unit | 6.00 |  |  |
| 2 | Removed existing door at Yoga room | unit | 1.00 |  |  |
| 3 | Removed existing window at Yoga room | unit | 1.00 |  |  |
| 4 | Demolish existing concrete wall at Yoga room - 2000mm from top beam included disposal | m2 | 60.00 |  |  |
| 5 | Demolish existing partition wall between Yoga room and cafe | m2 | 23.70 |  |  |
| **Sub Total - II** | | | | |  |
| **III** | **Stone Masonry and Concrete Work** |  | | | |
| 1 | Concrete pouring at table tennis room | m3 | 1.68 |  |  |
| 2 | Repair and make good all concrete cracked at recreation area | ls | 1.00 |  |  |
| **Sub Total - III** | | | | |  |
| **IV** | **Tile Work** |  | | | |
| 1 | Install new ceramic tile 600x600mm at meeting room and Caffe | m2 | 215.30 |  |  |
| 2 | Install new squinting tile 100x600mm at meeting room and Caffe | m1 | 102.00 |  |  |
| **Sub Total - IV** | | | | |  |
| **V** | **Ceiling Work** |  | | | |
| 1 | Repair existing ceiling frame at meeting room and cafe | ls | 1.00 |  |  |
| 2 | Install new kalciboard ceiling, 6mm thickness at meeting room and cafe | m2 | 222.00 |  |  |
| 3 | Install new ceiling squirting at meeting room and cafe | m1 | 145.00 |  |  |
| **Sub Total - V** | | | | |  |
| **VI** | **Wall, Door and Window Work** |  | | | |
| 1 | Supply and install new glasses 5mm thickness wall partition include frame (aluminum frame) and all accessories at meeting room and café | m2 | 81.90 |  |  |
| 2 | Supply and install new folding door (2300mm x 6000mm) frame by aluminum and leaf by glasses with all accessories, between meeting room and café | Unit | 1.00 |  |  |
| 3 | Supply and install new sliding glasses door with aluminum frame include all accessories | unit | 2.00 |  |  |
| **Sub Total - VI** | | | | |  |
| **VII** | **Furniture and Others Work** |  | | | |
| 1 | Supply and install new Bar Table at Café room - material by wooden, see drawing | unit | 1.00 |  |  |
| 2 | Install new zinc at kitchen include all accessories | unit | 1.00 |  |  |
| **Sub Total - VII** | | | | |  |
| **VIII** | **Electrical and Mechanical Work** |  | | | |
| 1 | Repair and fix electrical accessories (Switches, outlet, ceiling fan etc..) | ls | 1.00 |  |  |
| 2 | Install new TL LED lighting 2x18watt covered with acrylic at meeting room and cafe area | unit | 15.00 |  |  |
| 3 | Install new TL LED lighting 2x18watt with acrylic cover at stage area | unit | 6.00 |  |  |
| 4 | Ceiling Paint | m2 | 118.54 |  |  |
| **Sub Total VIII** | | | | |  |
| **IX** | **Painting** |  | | | |
| 18 | Interior and exterior painting for meeting room and Caffe | m2 | - |  |  |
| 17 | Ceiling paint for meeting room and Caffe | m2 | 92.00 |  |  |
| 5 | Interior and exterior painting | m2 | 85.12 |  |  |
| 4 | Ceiling Paint | m2 | 65.00 |  |  |
| **Sub Total IX** | | | | |  |
|  | | | | | |
| **GRAND TOTAL** | | | | |  |

**Summary of Works to be Conducted**

|  |  |  |
| --- | --- | --- |
| **NO** | **DESCRIPTION** | **Total Amount (US$)** |
| **I** | **Preparation Works** |  |
| **II** | **Demolition Work** |  |
| **III** | **Stone Masonry and Concrete Work** |  |
| **IV** | **Tile Work** |  |
| **V** | **Ceiling Work** |  |
| **VI** | **Wall, Door and Window Work** |  |
| **VII** | **Furniture and Others Work** |  |
| **VIII** | **Electrical and Mechanical Work** |  |
| **IX** | **Painting** |  |
|  | ***GRAND TOTAL*** |  |

**TABLE 2: Time Schedule**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***No*** | ***Description*** | ***WEEK*** | | | | | | | | | | |
| ***1*** | ***2*** | ***3*** | ***4*** | ***5*** | ***6*** | ***7*** | ***8*** | ***9*** | ***10*** |
| I | Preparation Works |  |  |  |  |  |  |  |  |  |  |
| II | Demolition Work |  |  |  |  |  |  |  |  |  |  |
| III | Stone Masonry and Concrete Work |  |  |  |  |  |  |  |  |  |  |
| IV | Tile Work |  |  |  |  |  |  |  |  |  |  |
| V | Ceiling Work |  |  |  |  |  |  |  |  |  |  |
| VI | Wall, Door and Window Work |  |  |  |  |  |  |  |  |  |  |
| VII | Furniture and Others Work |  |  |  |  |  |  |  |  |  |  |
| VIII | Electrical and Mechanical Work |  |  |  |  |  |  |  |  |  |  |
| IX | Painting |  |  |  |  |  |  |  |  |  |  |

**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*** |
| **Delivery Lead Time** |  |  |  |
| **Warranty and After-Sales Requirements** |  |  |  |
| 1. *Warranty details: Warranty period starts from the date of substantial completion of works. Any defects identified during the warranty period (1 year) will be assessed by expertise services and respectively identified responsible party shall be responsible for the compensation of loss.* |  |  |  |
| **Validity of Quotation** |  |  |  |
| **Payment Term Conditions** |  |  |  |
| **Liquidated Damages** |  |  |  |
| **All Provisions of the UNDP General Terms and Conditions** |  |  |  |
| **Other requirements *[pls. specify]*** |  |  |  |

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. *Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes*  [↑](#footnote-ref-1)