



REQUEST FOR QUOTATION (RFQ) (Goods)

UNITED NATIONS DEVELOPMENT PROGRAMME SIERRA LEONE	DATE: June 8, 2020
	REFERENCE: SLE/RFQ/2020/016

Dear Sir / Madam:

We kindly request you to submit your quotation for **Procurement of Civil Works: REFURBISHMENT OF THE SIERRA LEONE METEOROLOGICAL SERVER BUILDING AT TOWER HILL AND OTHER RELATED FACILITIES AS DETAILED IN THE BILL OF QUANTITIES**, 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 **Close of Business (5:00pm) Friday June 19, 2020** and via (choose appropriate box) ☐ *e-mail*, ☐ *courier or mail* to the address below:

United Nations Development Programme
Fourah Bay Close, Off Main Motor Road, Wilberforce
Freetown
procure.sle@undp.org

Quotations may be submitted by hand or courier services as indicated above and must reach the UNDP office on or before the deadline. Quotations submitted by hand should be registered in a bid submission form/register and deposited in the Blue Tender Box located at the reception of the office building, Ground Floor in the presence of the bidder or representative. Quotation delivered elsewhere than the specified place and does not follow the explained procedure shall be disqualified.

It shall remain your responsibility as the bidder to ensure that your quotation reach's the address above on or before the deadline. As mentioned, quotations that are submitted to UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Please take note of the following requirements and conditions pertaining to the procurement of the furniture as explained in detail in the specifications.

[Date]

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Delivery Terms [INCOTERMS 2010] (Pls. link this to price schedule)	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP <input checked="" type="checkbox"/> DAP <input type="checkbox"/> Other	
Exact Address/es of Delivery Location/s	TOWER HILL, FREETOWN, SIERRA LEONE.	
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"/> Four Months from the date of signing the contract with UNDP <input type="checkbox"/> As per Delivery Schedule attached Time: Throughout office hours Time Zone of Reference: Sierra Leone Local Time	
Delivery Schedule	<input checked="" type="checkbox"/> Required (Detail work plan) <input type="checkbox"/> Not Required	
Packing Requirements	N/A	
Mode of Transport	<input type="checkbox"/> AIR <input type="checkbox"/> SEA	<input checked="" type="checkbox"/> LAND <input checked="" type="checkbox"/> OTHER
Preferred Currency of Quotation	<input type="checkbox"/> United States Dollars <input checked="" type="checkbox"/> Local Currency: Sierra Leone Leones <input type="checkbox"/> Euros	
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes <input type="checkbox"/> Must be inclusive of VAT and other applicable indirect taxes	
After-sales services required	<input checked="" type="checkbox"/> maintenance or replacement, whichever that may be required <input checked="" type="checkbox"/> Defect liability period <input checked="" type="checkbox"/> Flexibility to UNDP settings	
Deadline for the Submission of Quotation	5:00p.m, Friday, June 19, 2020	
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input type="checkbox"/> Others	
Documents to be submitted	<input checked="" type="checkbox"/> Quotation containing full and clear detailed specifications and price for all items. UNDP reserves the right to award only one of the quotes. <input 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 type="checkbox"/> Quality Certificates (ISO, etc.); <input checked="" type="checkbox"/> Latest Business Registration Certificate;	

	<input checked="" type="checkbox"/> Latest Internal Revenue Certificate / Tax Clearance; <input type="checkbox"/> Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input type="checkbox"/> Certificate of Exclusive Distributorship in the country (if applicable, and if Supplier is not the manufacturer); <input type="checkbox"/> Evidence/Certification of Environmental Sustainability ("Green" Standards) of the Company or the Product being supplied; <input type="checkbox"/> Complete documentation, information and declaration of any goods classified or may be classified as "Dangerous Goods". <input type="checkbox"/> Patent Registration Certificates (if any of technologies submitted in the quotation is patented by the Supplier); <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 type="checkbox"/> Others
Period of Validity of Quotes starting the Submission Date	<input type="checkbox"/> 60 days <input checked="" type="checkbox"/> 90 days <input type="checkbox"/> 120 days <input type="checkbox"/> other In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond 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"/> Not permitted <input type="checkbox"/> Permitted <input type="checkbox"/> other:
Payment Terms	<input checked="" type="checkbox"/> Based on milestones for the first payment and measured works for remaining payments, while final payment will be payed upon expiration of defect liability period and meeting the required. <input type="checkbox"/> Others
Liquidated Damages	N/A

Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to specifications, best delivery time and best price¹ <ul style="list-style-type: none"> • All pages of the BoQ are stamped and signed, and each item/works component is priced/quoted for • 90 days of bid validity period • Work plan/scheduled for a period of four months • Audited statement of the company for the last three years • Copies of Degrees/Certificates and CV for all technical staff • Current registration/practicing certificate of at least two civil engineers that are registered with SLIE/PERC • Equipment owned or to be hired – MSU/SLRTA • Method statement • Evidence of similar works completed within the last three years (Certificates of completion, letters and photos) • All pages of the bid must be signed and stamped with the company's official stamp • Updated NaSSIT clearance <input checked="" type="checkbox"/> Full acceptance of the Contract for works and the Contract General Terms and Conditions <i>[this is a mandatory criterion and cannot be deleted regardless of the nature of services required]</i> <input checked="" type="checkbox"/> full adherence to all requirement to this RFQ <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"/> All Latest Business Registration Certificate; <input checked="" type="checkbox"/> Latest/updated Internal Revenue Certificate / Tax Clearance; <input checked="" type="checkbox"/> Full/complete quotation for all items <input checked="" type="checkbox"/> Written acceptance of the defect liability for a period of 12months (one year).
UNDP will award to:	<input checked="" type="checkbox"/> One and only one supplier <input type="checkbox"/> One or more Supplier
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract for Civil Works
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of contract if the contract conditions are not met, including delivery schedule.

[Date]

	<input type="checkbox"/> Others
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection upon 100% delivery of all requirement set out for each line payment <input checked="" type="checkbox"/> full adherence to specifications and UNDP requirement <input checked="" type="checkbox"/> General conditions of contract <input type="checkbox"/> Completion of Training on Operation and Maintenance <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with RFQ requirements <input type="checkbox"/> Others
Annexes to this RFQ	<input checked="" type="checkbox"/> Technical Specifications - BoQ (Annex 1) <input checked="" type="checkbox"/> Form for Submission of quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions/special Conditions (Annex 3) <input type="checkbox"/> Others 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) ²	Email: <i>Procure.sle@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.

Services 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 best value for money, 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.

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.

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 the General Terms and Conditions of UNDP herein attached as Annex 4.

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:

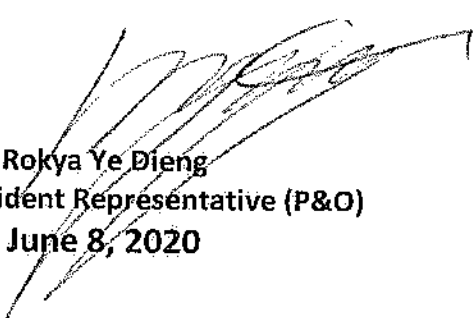
<http://www.undp.org/content/undp/en/home/operations/procurement/business/protest-and-sanctions.html>

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,



Rokya Ye Dieng
Deputy Resident Representative (P&O)
June 8, 2020

[Date]

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REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
1.00	PRELIMINARIES				
1.01	MOBILIZATION The contractor will mobilise and deliver to the site all relevant equipment, personel and materials necessary for the execution of the works	item	1		
1.02	SITE OFFICE/STORE Allow for providing suitable secure store for materials used for the project and also a Temporary secure office on site for the site Foreman-in -charge and other craftsmen. Provide the necessary furniture and lighting which will be cleared away after completion of works	item	1		
1.03	INSURANCE/LICENSES Provide Insurance against injury to personnel Also make all arrangements for the issue of licenses, permit etc required by law for the executiun of the contract	item	1		
1.04	PROGRESS PHOTOGRAPHS Progress photographs should be provided in intervals. Number & sizes of the photographs will be directed by the Supervising Engineer or his representative	item	1		
1.05	TEMPORARY FENCING OF THE FACILITIES TO BE REHABILITATED Allow for temporary fencing the weather station buildings using bushsticks and corrugated CI sheets from the demolished roof structure of weather station technical building adjacent to the Main Weather Station House to stop intruders entering the compound during refurbishment	item	1		
	PRELIMINARIES TO COLLECTION B/D				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	PRELIMINARIES TO COLLECTION B/F				-
1.06	WELFARE/SAFETY, FIRST AID BOX Provide adequate laterine and keep it clean to the satisfaction of the Health Authorities. Provide on site a first Aid Box for the propose of treating injured employees on site. The contents of the box must comply to all respects with factories Ordinance	item	1		
1.07	SCAFFOLDING AND PLANT Allow for providing all scaffolding, hoists tackle and other equipment generally required for the proper, safe and efficient executment of the works expecially the external works on the external walls. The same scaffolding is to be used by Engineer or his representative for the purpose of measurement	item	1		
1.08	ELECTRICITY CONNECTION TO THE BUILDINGS Allow for the disconnection of electricity from the buildings at the start of the refurbishment. Reconnection and testing of the electricity at the completion of refurbishment. This work will be executed by EDSA (Electricity Distribution Service Authority)	item	1		
1.09	DEMÖBILIZATION Allow for the demöbilization of all plants equipment and personnel and left over materials on work completion. The surrounding within the temporary fence must be thoroughly cleared and cleaned befoe the final inspection and handling over the facilities to the Client.	item	1		
	PRELIMINARIES CARRIED TO SUMMARY				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
A	MAIN WEATHER STATION BUILDING				
2.00	DEMOLITION				
2.01	FLOORS				
(i)	Take up perished pvc tiles in ground, first and second floors, remove from site and prepare floors to receive new tiles	m ²	270		
(ii)	Clean concrete floor and prepare floor to receive new finishing	m ²	270		
2.01	WALLS				
(i)	Pull down existing partition walls of hardboards and timber in ground, in first and second floors, and remove from site	m ²	55		
(ii)	Clean wall externally and prepare to receive new finishings	m ²	550		
(iii)	Clean wall internally and prepare to receive new finishings	m ²	550		
2.02	WINDOWS				
(i)	Mortise and remove all the delapidated steel casement windows and prepare window openings to receive new aluminium sliding windows	No	12		
(ii)	Pull down all delapidated canopies of Cl sheets and timber frames on ground, first and second floors. Remove the items from site	Item	1		
(iii)	Remove all steel delapidated gages made to protect the air conditional equipment placed outside on the extanal walls	Item	1		
	DEMOLITION Summary on Page 2 B/D				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	Demolition Summary on Page 2 B/F				
2.03	DOORS				
(i)	Take down existing delapidated flush and timber doors including frames, making good all works disturbed and remove from site	No	6		
(ii)	Take down existing steel doors including frames making good all works disturbed and remove from site	No	4		
2.04	STAIRS				
(i)	Clean existing terrazzo-like tiles in stairs, inspect for minor cracks and repair as necessary	m ²	33		
(ii)	Inspect handrail: Make good as necessary Paint with enamel (oil) paint	m	16		
(iii)	Break up of the exiting stair case where the bottom reinforcing rods of the staircase are exposed and rusty. Removed debris from site and build a new staircase by providing water iron irods, sand, cement and formwork	Item	1		
2.05	CEILING				
(i)	Clean and apply approved sealant to concrete ceiling	m ²	270		
2.06	PLUMBING				
(i)	Pull down existing water closet, and wash hand basin, cut all pipes to a convenient point and remove from site	item	1		
2.07	ELECTRICAL				
	Strip out all electrical wiring,remove all light fittings, switches and socket and clearaway from site and make good all works disturbef	Item	1		
	DEMOLITION carried to summary				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
3.00	GENERAL WORKS				
	INTERNAL FINISHING				
	WALL FINISHING				
3.01	BLOCKWORK				
	Precast sandcrete (1:6) solid blocks bedded and jointed in cement mortar (1:6) in 150mm thick wall on the extensions and partitioning of the floors to have toilets				
(i)	Ground Floor	m ²	70		
(ii)	First Floor	m ²	105		
(iii)	Second Floor	m ²	105		
3.02	PLASTER WORKS				
	12mm thick cement and sand (1:4) rendering on walls (internally)				
(i)	Ground Floor	m ²	140		
(ii)	First Floor	m ²	210		
(iii)	Second Floor	m ²	210		
	FLOOR FINISHES				
3.03	FLOOR SCREEDING				
	BEDS AND BACKING WORK, Mortar Cement and sand (1:3) mix on concrete base floor level and to fall, Screeded to receive ceramic tiles in				
(i)	Ground Floor	m ²	100		
(ii)	First Floor	m ²	85		
(iii)	Second Floor	m ²	85		
3.04	FLOOR TILING				
	TILE WORKS: Ceramic tiles to BS 1281, glazed from standard range, butt joints, symmetric layout bedding in cement mortar (1:4) joint with cement mortar (1:1)				
(i)	Ground Floor	m ²	100		
(ii)	First Floor	m ²	85		
(iii)	Second Floor	m ²	85		
	GENERAL WORKS on Page B/d				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	GENERAL WORKS on Page B/F				
3.05	EXTERNAL DOORS & ALUMINIUM WINDOWS WITH CANOPIES				
(i)	METAL DOORS TO ENTRANCES TO GROUND, FIRST AND SECOND FLOORS: Refurbish the existing metal door 750mm wide X 2100mm high single steel flush door complete with 4-turns lock and accessories	No	5		
(ii)	Ditto double steel flush door complete with 4-turns lock and accessories	No	1		
(iii)	Aluminium Windows Aluminium sliding windows in bronzed anodised frame and tinted glazing complete with mosquito screen (glazing included) overall sizes, double tracks- double sliding leaves in <u>Ground Floor, First floor and second floor</u>				
(a)	1800mm x 1200mm	No	6		
(b)	1350mm x 1200mm	No	3		
(c)	600mm X 600mm	No	7		
(iii)	Guard Bars Steel Guard bars constructed with 50mm x 25mm RHS as Horizontal & vertical members fabricated to Supervising Engineering's Design for <u>Ground Floor, First floor and second floor</u>				
(a)	1800mm x 1200mm	No	6		
(b)	1350mm x 1200mm	No	3		
©	600mm X 600mm	No	7		
3.06	EXTERNAL WINDOWS REINFORCED CONCRETE CANOPIES Mortice above the windows as directed by the Engineer and with 1:2:4 mix - 12mm aggregates reinforced concrete and formwork as per drawings construct canopy above each window to stop splash rainfall on the walls from entering into the building for Ground, First and second floors				
(i)	Window size 1800 x 1200	No	6		
(ii)	Window size 1350 x 1200	No	3		
	GENERAL WORKS on Page B/d				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
3.07	GENERAL WORKS on Page B/F WOODEN DOORS Provide and Fix timber panel doors with dimensions 750mm wide x 2050mm high with door frame 44mm thick x150mm wide wrought hard wood rabbeted frame fixed into wall with built-in lugs including 100mm brass butt hinges screwed to timber and door plus quality lock approved by Engineer				-
(i)	Ground floor	No	3		
(ii)	First Floor	No	2		
(iii)	Second Floor	No	2		
(iv)	750mm wide x 2050mm high semi solid core plywood faced flush door lipped all round with for all toilet doors with lockset of approved quality and locking accessories	NO	9		
3.08	ROOF STRUCTURE Reinforced concrete Roof :				
(i)	Screed concrete roof top with cement to sand mix (1:1½) with 500g of waterproofing adhesive for any 50kg of cement used to receive non-slip ceramic tiles	m ²	90		
(ii)	ROOF TOP TILING TILE WORKS: Ceramic tiles to BS 1281, glazed from standard range, butt joints, symmetric layout bedding in cement mortar (1:1½) joint	m ²	90		
3.09	CEILING FINISHES 3/4mm Ceiling hard board nailed to and including first grade treated timber battens with clout nails in grids of 600 x 1200mm complete with cover strips and matching covings				
(i)	Ground Floor Ceiling	m ²	100		
(ii)	First Floor ceiling	m ²	85		
(iii)	Second Floor ceiling	m ²	85		
	GENERAL WORKS on Page B/d				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	GENERAL WORKS on Page B/F				
	CEILING FINISHES CONTINUOUS				
	50mm x 50mm treated hardwood noggins to receive 600mm x 600mm hardboard ceilings				
(IV)	Ground Floor Ceiling	m ²	75		
(V)	First Floor ceiling	m ²	70		
(VI)	Second Floor ceiling	m ²	70		
3.10	PAINTING AND DECORATION				
3.11	INTERNAL WALL WORKS				
	Walls: Scrape off existing paint and apply two coats of emulsion paint on prepared surface at				
(i)	Ground Floor	m ²	200		
(ii)	First Floor	m ²	175		
(iii)	Second Floor	m ²	175		
	Prepare and apply one coat sealer and two coats emulsion paint on rendered walls Internally at				
(IV)	Ground Floor	m ²	150		
(V)	First Floor	m ²	140		
(VI)	Second Floor	m ²	140		
	Prepare and apply one undercoat and two coats gloss paint on wood and metal doors				
(VII)	Ground Floor	m ²	45		
(VIII)	First Floor	m ²	30		
(IX)	Second Floor	m ²	30		
(Xi)	roof floor	m ²	5		
3.12	EXTERNAL WALL WORKS				
(i)	Walls: Scrape off existing paint and apply one undercoat, one gloss coat and finishing coat of quality enamel (oil) paint on				
	External Walls from ground level to roof level including the reinforced concrete canopies	m ²	550		
	GENERAL WORKS CARRIED TO SUMMARY				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
4	ELECTRICAL INSTALLATION				
	Light fittings: Supply and installed completely, wire including conduits, metal boxes, inspection boxes and cables (All lighting circuit must use 1.5mm ² twin pvc sheathed cables) Second fix of light and switch points				
4.01	Low Energy bulb or LED reading wall light : "ARTICULATED ARM" with switch	No	8		
4.02	Low Energy LED Lamp light "ARTICULATED ARM with switch	No	20		
4.03	Corridor/Stair ceiling light (Philip type) Coreline Downlight (CFL OR LED) 15watts/1000 -lm	No	6		
4.04	1 Gang switch	No	24		
4.05	13 amps flush single socket	No	13		
4.06	13 amps flush double socket	No	27		
4.07	1.5mm twin and earth PVC insulated sheathed cable	roll	5		
4.08	2.5mm twin and earth PVC insulated sheathed cable	roll	4		
4.09	4mm twin and earth PVC insulated sheathed cable	roll	1		
4.1	6 mm twin and earth PVC insulated sheathed cable	roll	1		
4.11	6-WAY DISTRIBUTION Board	No	3		
4.12	Corridor/Staircase Sensor	No	2		
4.13	Toilet Sensors	No	6		
4.14	Air Conditioners	No	9		
4.15	100 Amp Isolator	No	3		
	ELECTRICAL WORKS on Page B/d				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	ELECTRICAL WORKS on Page B/F				-
4.16	BUILDER'S WORKS Allow for all chases, ducts, marking holes and for making good after	item	1		
4.17	Allow a sum to prepare "As Installed " Record Drawings together with Operating and Maintenance manual	item	1		
4.18	Testing Allow a sum to carry out fixed wiring and testing of all the Electrical Connection	item	1		
	ELECTRICAL WORKS CARRIED TO SUMMARY				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
5.00	PLUMBING INSTALLATION				
	Plumbing and Sanitary Services Installation				
(i)	Pipework, joint and support to the following cold water and sanitary installation				
(ii)	Concealed uPVC service pipework to cold water and sanitary installation including joints and supports to the running lengths of the following				
5.01	P-trap WC suit complete with cistern	No	6		
5.02	Wash hand Basin, single with bottle trap 1½"	No	8		
5.03	SANITARY APPLIANCES				
	Supply and fix the following sanitary appliances by of standard quality or approved, including assembling, plugging, jointing, screwing and all necessary plastic cold pipework fittings				
(i)	Vitreous China W.C suit complete with 9litre flushing cistern with float ball valve flexible connector ring seat and cover	No	6		
(ii)	425m x 535m vitreous china wash hand basin complete with fixing brackets, 1Nr 12m pillar, tap plug, chain and stay with waste outlet	No	8		
(iii)	Toilet roll holder, plugged and screwed to block wall				
(iv)	Toilet Mirror, plugged and screwed to block wall	No	4		
5.04	SOIL DRAINAGE				
	allow for trench excavation size 400mm x 1000mm maximum depth and installation of soil and waste pipes	item	1		
	Plumbing Installation B/D				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	Plumbing Installation B/F				
5.05	SEPTIC TANK/SOAKAWAY Allow a sum for clearing and repairing of the septic tank and soakaway (Provisional)	item	1		
5.06	INSPECTION CHAMBERS Construct inspection chamber to Ministry of Works Standard design internal dimension 600mm x 600mm 600mm deep	item	1		
5.07	BUILDER'S WORK ALL for all chases, ducts making holes and for making good after	item	1		
5.08	TESTING Allow for testing the entire water reticulation for performance, water pressure, water tightness and provide relevant documentation	item	1		
5.09	AS-INSTALLED DRAWINGS Allow a sum to prepare "As-installed" record drawings together with operating and maintenance Manuals	item	1		
	PLUMBING INSTALLATION Carried to summary				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
6.00	EXTERNAL WORKS				
(i)	<u>Aprons/Surface Water Drain</u>				
6.01	Excavate surface to remove top soil starting at ground level and maximum depth not exceeding 750mm and deposit excavated materials in spoil heaps on site	m ³	20		
6.02	150mm thick laterite hardcore material laid to slight falls to receive concrete aprons	m ³	4		
6.03	75mm thick plain in-situ concrete mix (1:3:6 -37mm aggregate) in aprons complete with formwork to edges	m ³	3		
6.04	Clean existing U-shaped drains, repair the floor of the drain and sides with reinforced concrete mix (1:2:4) as directed by the Engineer	Item	1		
6.05	WATER SUPPLY TO THE BUILDING				
	REINFORCED CONCRETE WATER TOWER Provide a lump sum for the construction of reinforced concrete water tower 9.6m high with two suspended reinforced concrete slabs with dimension 2.8m x 2.8m for two (2) No 5000 liters Milla Tank as shown in the drawings. Two railing of 50mm dia galvised pipes are embeded in the columns after the tanks have been installed to prevent the tanks from blowing away when empty. See detailed drawings attached	lump Sum	1		
	HIGH PRESSURE PIPES AND FITTINGS Provide lump sum for high pressure water pipes and fittings as required to supply water to the 5000 litres millia tank provided for onwards distribution of water into the buildings	No	1		
	TWO NO 5,000 LITRES BLACK MILLA TANKS Provide and installed two No 5,000 litre- Black Milla tanks as shown in the drawings	No	2		
	EXTERNAL WORKS Carried to summary				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	WEATHER STATION MAIN BUILDING SUMMARY				
1.00	PRELIMINARIES				
	MAIN WEATHER STATION BUILDINGS				
2.00	DEMOLITION				
3.00	GENERAL WORKS				
4.00	ELECTRICAL INSTALLATION				
5.00	PLUMBING INSTALLATION				
6.00	EXTERNAL WORKS				
	TOTAL REFURBISHMENT COST OF MAIN BUILDING OF WEATHER STATION				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
8	WEATHER STATION TECHNICAL BUILDING				
1.00	DEMOLITION				
1.01	CLEARING GENERALLY				
1.02	ROOF Take up existing delapidated roof sheets, inspect and make good roof structure, remove from site. prepare to receive new roof	m ²	200		
1.03	FLOORS				
(i)	Take up perished pvc tiles in ground floor remove from site and prepare floors to receive new tiles	m ²	120		
(ii)	Take up perished broken Terazzo tiles in the verandah remove from site	m ²	24		
(iii)	Clean concrete floor and prepare floor to receive new finishing	m ²	148		
1.04	CEILING Pull down existing hardboard ceiling, inspect and make good ceiling structure as necessary. Remove from site	m ²	148		
1.05	WALLS				
(i)	Clean walls internally and externally to receive new finishing	m ²	450		
(ii)	Clean walls and prepare to receive new finishing confines spaces	m ²	450		
1.06	DOORS Take down existing delapidated doors including frames and remove from site	No	4		
	Demolition of Page 15 B/D				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	Demolition of Page 15 B/F				
1.07	WINDOWS Mortise and remove all the delapidated steel casement windows and prepare window openings to receive new aluminium sliding windows	No	7		
1.08	PLUMBING				
(i)	Pull down existing water closets (WC), cut all pipes to convenient point and remove from site	No	1		
(ii)	Pull down existing wash hand basin, cut all pipes to convenient point and remove from site	No	1		
1.09	ELECTRICAL Strip out all electrical wiring, making good all works disturbed	item	1		
	DEMOLITION WORK CARRIED TO SUMMARY				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
WEATHER STATION TECHNICAL BUILDING					
2.00	GENERAL WORKS				
	BLOCKWORK				
	Precast sandcrete (1:6) solid blocks bedded and jointed in cement mortar (1:6) in 150mm thick wall on partitioning of the toilets	m ²	12		
2.01	INTERNAL FINISHING				
2.02	FLOOR FINISHES				
(i)	BEDS AND BACKINGS				
	Mortar Cement and sand (1:3) mix. 23 mm work to floor on concrete base floor level and to fall, screed to receive ceramic tiles in	m ²	148		
(ii)	FLOOR TILING				
	TILE WORKS: Ceramic tiles to BS 1281, glazed from standard range, butt joints, bedding in 19mm cement mortar (1:4) jointing in cement mortar (1:1) with cement mortar (1:1) 300 X 300 X 8 non-slip units to floors on cement and sand base, level to fall	m ²	148		
	Ditto as skirting on cement and sand base, fixed with approve adhesive	m	55		
2.02	CEILING				
(i)	CEILING FINISHES with woodwork				
	Hardwood, sawn and treated ceiling battens 50x50 internally	m	354		
	Hardwood, sawn and treated ceiling studs and braces 75x50 internally	m	120		
(ii)	HARD BOARD				
	8mm thick veneered hardboard as ceiling sheets fixed with panel pins to ceiling joists and bearers internally and externally. Over 300mm wide	m ²	148		
(iii)	Hardwood, and wrought cover strips 13 x38 internally and externally	m	354		
GENERAL Works on Page 17 B/D					

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	GENERAL Works on Page 17 B/F				
2.03	ROOFING				
(i)	Corrugated long span coloured aluzinc 5mm thick complete with all fixing accessories	m ²	200		
(ii)	Corrugated long span aluzinc ridge covering	m	43		
(iii)	Woodwork Sawn hardwood timber treated with colored approve wood preservative, in 50 x 75mm purlins	m	180		
2.04	DOORS				
(i)	<u>Main Entrance Door</u> Refurbish double leaves metal door with dimension 1500mm x 2050 mm high, single steel flush door complete with 4-turns lock and accessories	No	1		
2.05	INTERNAL DOORS				
(i)	<u>Metal Doors</u> Refurbish single leaf metal door with dimension 750mm x 2050 mm high, single steel flush door complete with 4-turns lock and accessories	No	1		
(ii)	<u>Wooden Panel Door</u> Provide and install approved internal quality single panel door complete with approved lock and accessories with dimensions 750mm x 2050mm	No	1		
	1350mm x 2050mm	No	1		
(iii)	<u>Wooden Flush Door</u> 750mm wide x 2050mm high semi solid core plywood faced flush door lipped all round with hardwood for the toilet door complete with approved lock and accessories	No	1		
	General Works on Page 18 B/D				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
2.06	General Work on Page 18 B/F WINDOWS				
(i)	Aluminium Windows Aluminium sliding windows in bronzed anodised frame and tinted glazing complete with mosquito screen (glazing included) overall sizes, double tracks- double sliding leaves Dimension				
(a)	1800mm x 1200mm	No	5		
(b)	1200mm x 1200mm	No	2		
(c)	600mm X 600mm	No	2		
(ii)	Guard Bars Steel Guard bars constructed with 50mm x 25mm RHS as Horizontal & vertical members fabricated to Supervising Engineering's Design for				
(a)	1800mm x 1200mm	No	5		
(b)	1200mm x 1200mm	No	2		
(c)	600mm X 600mm	No	2		
2.07	EXTERNAL WINDOWS REINFORCED CONCRETE CANOPIES Mortice above the windows as directed by the Engineer and with 1:2:4 mix - 12mm aggregates reinforced concrete and formwork as per drawings construct canopy above each window to stop splash rainfall on the walls from entering into the building				
(a)	1800mm x 1200mm	No	5		
(b)	1200mm x 1200mm	No	2		
(c)	600mm X 600mm	No	2		
2.08	PAINTING AND DECORATION				
2.09	INTERNAL WALL WORKS				
(i)	Walls: Scrape off existing paint and apply two coats of emulsion paint on prepared surface to all internal walls	m ²	225		
(ii)	Prepare and apply one coat sealer and two coats emulsion paint on rendered walls Internally	m ²	250		
(ii)	Prepare and apply one undercoat and two coats gloss paint on wood and metal doors	m ²	26		
	GENERAL WORKS on Page 19 B/D				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	GENERAL WORKS on Page 19 B/F				-
2.10	EXTERNAL WALL WORKS				
(i)	Walls: Scrape off existing paint and apply one undercoat, one gloss coat and finishing coat pf quality enamel (oil) paint on external walls including the reinforced concrete canopies	m ²	225		
(ii)	Ground level to Ground Floor level Foundation wall paint: Scrape off existing paint and apply two coats of butuminus oil paint or any coloured quality enamel paint on the foundation	m ²	65		
	GENERAL WORKS CARRIED TO SUMMARY				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
3	ELECTRICAL INSTALLATION				
	Light fittings: Supply and installed completely, wire including conduits, metal boxes, inspection boxes and cables (All lighting circuit must use 1.5mm2 twin pvc sheathed cables) Second fix of light and switch points				
3.01	Low Energy bulb or LED reading wall light : "ARTICULATED ARM" with switch	No	4		
3.02	Low Energy LED Lamp light "ARTICULATED ARM with switch	No	10		
3.03	Corridor/Stair ceiling light (Philip type) Coreline Downlight (CFL OR LED) 15watts/1000 -lm	No	2		
3.04	1 Gang switch	No	6		
3.05	13 amps flush single socket	No	6		
3.06	13 amps flush double socket	No	8		
3.07	1.5mm twin and earth PVC insulated sheathed cable	roll	2		
3.08	2.5mm twin and earth PVC insulated sheathed cable	roll	2		
3.09	4mm twin and earth PVC insulated sheathed cable	roll	2		
3.1	6 mm twin and earth PVC insulated sheathed cable	roll	2		
3.11	6-WAY DISTRIBUTION Board	No	1		
3.12	Corridor/Staircase Sensor	No	0		
3.13	Toilet Sensors	No	2		
3.14	Air Conditioners	No	1		
3.15	100 Amp Isolator	No	1		
ELECTRICAL INSTALLATION on Page 21 B/D					

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

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REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
4	PLUMBING INSTALLATION Plumbing and Sanitary Services Installation				
(i)	Pipework, joint and support to the following cold water and sanitary installation				
(ii)	Concealed uPVC service pipework to cold water and sanitary installation including joints and supports to the running lengths of the following				
4.01	P-trap WC suit complete with cistern	No	2		
4.02	Wash hand Basin, single with bottle trap 1½"	No	2		
	SANITARY APPLIANCES Supply and fix the following sanitary appliances by of standard quality or approved, including assembling, plugging, jointing, screwing and all necessary plastic cold pipework fittings				
4.03	Vitreous China W.C suit complete with 9litre flushing cistern with float ball valve flexible connector ring seat and cover	No	2		
4.04	425m x 535m vitreous china wash hand basin complete with fixing brackets, 1Nr 12m pillar, tap plug, chain and stay with waste outlet	No	2		
4.05	Toilet roll holder, plugged and screwed to block wall				
4.06	Toilet Mirror, plugged and screwed to block wall	No	1		
4.07	SOIL DRAINAGE allow for trench excavation size 400mm x 1000mm maximum depth and installation of soil and waste pipes	item	1		
	Plumbing Installation on page 23 B/D				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	Plumbing Installation on Page 23 B/F				
4.08	INSPECTION CHAMBERS Construct inspection chamber to Ministry of Works Standard design internal dimension 600mm x 600mm 600mm deep	item	1		
4.09	BUILDER'S WORK ALL for all chases, ducts making holes and for making good after	item	1		
4.10	TESTING Allow for testing the entire water reticulation for performance, water pressure, water tightness and provide relevant documentation	item	1		
4.11	AS-INSTALLED DRAWINGS Allow a sum to prepare "As-installed" record drawings together with operating and maintenance Manuals	item	1		
	Plumbing installation carried to summary				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
5	EXTERNAL WORKS				
5.01	<u>Aprons/Surface Water Drain</u>				
(i)	Excavate surface to remove top soil starting at ground level and maximum depth not exceeding 750mm and deposit excavated materials in spoil heaps on site	m ³	22		
(ii)	150mm thick laterite hardcore material laid to slight falls to receive concrete aprons	m ³	4.5		
(iii)	75mm thick plain in-situ concrete mix (1:3:6 -37mm aggregate) in aprons complete with formwork to edges	m ³	4		
5.02	WATER SUPPLY TO THE BUILDING				
(i)	HIGH PRESSURE PIPES AND FITTINGS Provide lump sum for high pressure water pipes and fittings as required to supply water from the 5000 litre to the toilet	lump Sum	1		
	External Works carried to summary				

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REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Unit	Qty	Unit Rate (Le)	Amount (Le)
	WEATHER STATION TECHNICAL BUILDING SUMMARY				
1.00	DEMOLITION				
2.00	GENERAL WORKS				
3.00	ELECTRICAL INSTALLATION				
4.00	PLUMBING INSTALLATION				
5.00	EXTERNAL WORKS				
	TOTAL REFURBISHMENT COST OF TECHNICAL BUILDING OF WEATHER STATION				

REFURBISHMENT OF WEATHER STATION HOUSE AT TOWER HILL, FREETOWN

Bill of Quantities

Item No	Description	Amount (Le)
	WEATHER STATION MAIN BUILDING AND TECHNICAL BUILDING SUMMARY	
1	PRELIMINARIES	
A	REFURBISHMENT OF WEATHER STATION MAIN BUILDING	
B	REFURBISHMENT OF WEATHER STATION TECHNICAL BUILDING BUILDING	
C	REFURBISHMENT OF WEATHER STATION MAIN AND TECHNICAL BUILDINGS	
D	CONTINGENCY 5%	
E	GRAND TOTAL: REFURBISHMENT OF WEATHER STATION MAIN & TECHNICAL BUILDINGS	

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

Item No.	Description/Specification of Goods	Quantity	Latest Delivery Date	Unit Price	Total Price per Item
	Total Prices of Goods⁵				
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	Total Final and All-Inclusive Price Quotation				

⁵ Pricing of goods should be consistent with the INCO Terms indicated in the RFQ

TABLE 2: 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			
Estimated weight/volume/dimension of the Consignment:			
Country/ies Of Origin ⁶ :			
Warranty and After-Sales Requirements			
a) Training on Operations and Maintenance			
b) Minimum one (1) year warranty on both parts and labor			
c) Service Unit to be Provided when the Purchased Unit is Under Repair			
d) Brand new replacement if Purchased Unit is beyond repair			
e) Others			
Validity of Quotation			
All Provisions of the UNDP General Terms and Conditions			
Other requirements <i>[pls. specify]</i>			

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]

⁶ If the country of origin requires Export License for the goods being procured, or other relevant documents that the country of destination may require, the supplier must submit them to UNDP if awarded the PO/contract.

General Terms and Conditions

1. ACCEPTANCE OF THE PURCHASE ORDER

This Purchase Order may only be accepted by the Supplier's signing and returning an acknowledgement copy of it or by timely delivery of the goods in accordance with the terms of this Purchase Order, as herein specified. Acceptance of this Purchase Order shall effect a contract between the Parties under which the rights and obligations of the Parties shall be governed solely by the terms and conditions of this Purchase Order, including these General Conditions. No additional or inconsistent provisions proposed by the Supplier shall bind UNDP unless agreed to in writing by a duly authorized official of UNDP.

2. PAYMENT

- 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.
- 2.2 Payment against the invoice referred to above will reflect any discount shown under the payment terms of this Purchase Order, provided payment is made within the period required by such payment terms.
- 2.3 Unless authorized by UNDP, the Supplier shall submit one invoice in respect of this Purchase Order, and such invoice must indicate the Purchase Order's identification number.
- 2.4 The prices shown in this Purchase Order may not be increased except by express written agreement of UNDP.

3. TAX EXEMPTION

- 3.1 Section 7 of the Convention on the Privileges and Immunities of the United Nations provides, inter alia, that the United Nations, including its subsidiary organs, is exempt from all direct taxes, except charges for utilities services, and is exempt from customs duties and charges of a similar nature in respect of articles imported or exported for its official use. In the event any governmental authority refuses to recognize UNDP's exemption from such taxes, duties or charges, the Supplier shall immediately consult with UNDP to determine a mutually acceptable procedure.
- 3.2 Accordingly, the Supplier authorizes UNDP to deduct from the Supplier's invoice any amount representing such taxes, duties or charges, unless the Supplier has consulted with UNDP before the payment thereof and UNDP has, in each instance, specifically authorized the Supplier to pay such taxes, duties or charges under protest. In that event, the Supplier shall provide UNDP with written evidence that payment of such taxes, duties or charges has been made and appropriately authorized.

4. RISK OF LOSS

Risk of loss, damage to or destruction of the goods shall be governed in accordance with Incoterms 2010, unless otherwise agreed upon by the Parties on the front side of this Purchase Order.

5. EXPORT LICENCES

Notwithstanding any INCOTERM 2010 used in this Purchase Order, the Supplier shall obtain any export licences required for the goods.

6. FITNESS OF GOODS/PACKAGING

The Supplier warrants that the goods, including packaging, conform to the specifications for the goods ordered under this Purchase Order and are fit for the purposes for which such goods are ordinarily used and for purposes expressly made known to the Supplier by UNDP, and are free from defects in workmanship and materials. The Supplier also warrants that the goods are contained or packaged adequately to protect the goods.

7. INSPECTION

7.1 UNDP shall have a reasonable time after delivery of the goods to inspect them and to reject and refuse acceptance of goods not conforming to this Purchase Order; payment for goods pursuant to this Purchase Order shall not be deemed an acceptance of the goods.

7.2 Inspection prior to shipment does not relieve the Supplier from any of its contractual obligations.

8. INTELLECTUAL PROPERTY INFRINGEMENT

The Supplier warrants that the use or supply by UNDP of the goods sold under this Purchase Order does not infringe any patent, design, trade-name or trade-mark. In addition, the Supplier shall, pursuant to this warranty, indemnify, defend and hold UNDP and the United Nations harmless from any actions or claims brought against UNDP or the United Nations pertaining to the alleged infringement of a patent, design, trade-name or trade-mark arising in connection with the goods sold under this Purchase Order.

9. RIGHTS OF UNDP

In case of failure by the Supplier to fulfil its obligations under the terms and conditions of this Purchase Order, including but not limited to failure to obtain necessary export licences, or to make delivery of all or part of the goods by the agreed delivery date or dates, UNDP may, after giving the Supplier reasonable notice to perform and without prejudice to any other rights or remedies, exercise one or more of the following rights:

9.1 Procure all or part of the goods from other sources, in which event UNDP may hold the Supplier responsible for any excess cost occasioned thereby.

9.2 Refuse to accept delivery of all or part of the goods.

9.3 Cancel this Purchase Order without any liability for termination charges or any other liability of any kind of UNDP.

10. LATE DELIVERY

Without limiting any other rights or obligations of the parties hereunder, if the Supplier will be unable to deliver the goods by the delivery date(s) stipulated in this Purchase Order, the Supplier shall (i) immediately consult with UNDP to determine the most expeditious means for delivering the goods and (ii) use an expedited means of delivery, at the Supplier's cost (unless the delay is due to Force Majeure), if reasonably so requested by UNDP.

11. ASSIGNMENT AND INSOLVENCY

11.1. The Supplier shall not, except after obtaining the written consent of UNDP, assign, transfer, pledge or make other disposition of this Purchase Order, or any part thereof, or any of the Supplier's rights or obligations under this Purchase Order.

11.2. Should the Supplier become insolvent or should control of the Supplier change by virtue of insolvency, UNDP may, without prejudice to any other rights or remedies, immediately terminate this Purchase Order by giving the Supplier written notice of termination.

12. USE OF UNDP OR UNITED NATIONS NAME OR EMBLEM

The Supplier shall not use the name, emblem or official seal of UNDP or the United Nations for any purpose.

13. PROHIBITION ON ADVERTISING

The Supplier shall not advertise or otherwise make public that it is furnishing goods or services to UNDP without specific permission of UNDP in each instance.

14. CHILD LABOUR

The Supplier represents and warrants that neither it nor any of its affiliates is engaged in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child, including Article 32 thereof, which, inter alia, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development.

Any breach of this representation and warranty shall entitle UNDP to terminate this Purchase Order immediately upon notice to the Supplier, without any liability for termination charges or any other liability of any kind of UNDP.

15. MINES

The Supplier represents and warrants that neither it nor any of its affiliates is actively and directly engaged in patent activities, development, assembly, production, trade or manufacture of mines or in such activities in respect of components primarily utilized in the manufacture of Mines. The term "Mines" means those devices defined in Article 2, Paragraphs 1, 4 and 5 of Protocol II annexed to the Convention on Prohibitions and Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects of 1980.

Any breach of this representation and warranty shall entitle UNDP to terminate this Purchase Order immediately upon notice to the Supplier, without any liability for termination charges or any other liability of any kind of UNDP.

16. SETTLEMENT OF DISPUTES

16.1 Amicable Settlement. The Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of, or relating to this Purchase Order or the breach, termination or invalidity thereof. Where the Parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with the UNCITRAL Conciliation Rules then obtaining, or according to such other procedure as may be agreed between the Parties.

16.2 Arbitration. Unless, any such dispute, controversy or claim between the Parties arising out of or relating to this Purchase Order or the breach, termination or invalidity thereof is settled amicably under the preceding paragraph of this Section within sixty (60) days after receipt by one Party of the other Party's request for such amicable settlement, such dispute, controversy or claim shall be referred by either Party to arbitration in accordance with the UNCITRAL Arbitration Rules then obtaining, including its provisions on applicable law. The arbitral tribunal shall have no authority to award punitive damages. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute.

17. PRIVILEGES AND IMMUNITIES

Nothing in or related to these General Terms and Conditions or this Purchase Order shall be deemed a waiver of any of the privileges and immunities of the United Nations, including its subsidiary organs.

18. SEXUAL EXPLOITATION:

18.1 The Contractor shall take all appropriate measures to prevent sexual exploitation or abuse of anyone by it or by any of its employees or any other persons who may be engaged by the Contractor to perform any services under the Contract. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, shall constitute the sexual exploitation and abuse of such person. In addition, the

Contractor shall refrain from, and shall take all appropriate measures to prohibit its employees or other persons engaged by it from, exchanging any money, goods, services, offers of employment or other things of value, for sexual favors or activities, or from engaging in any sexual activities that are exploitive or degrading to any person. The Contractor acknowledges and agrees that the provisions hereof constitute an essential term of the Contract and that any breach of this representation and warranty shall entitle UNDP to terminate the Contract immediately upon notice to the Contractor, without any liability for termination charges or any other liability of any kind.

- 18.2 UNDP shall not apply the foregoing standard relating to age in any case in which the Contractor's personnel or any other person who may be engaged by the Contractor to perform any services under the Contract is married to the person less than the age of eighteen years with whom sexual activity has occurred and in which such marriage is recognized as valid under the laws of the country of citizenship of such Contractor's personnel or such other person who may be engaged by the Contractor to perform any services under the Contract.

19.0 OFFICIALS NOT TO BENEFIT:

The Contractor warrants that no official of UNDP or the United Nations has received or will be offered by the Contractor any direct or indirect benefit arising from this Contract or the award thereof. The Contractor agrees that breach of this provision is a breach of an essential term of this Contract.

20. AUTHORITY TO MODIFY:

Pursuant to the Financial Regulations and Rules of UNDP, only the UNDP Authorized Official possess the authority to agree on behalf of UNDP to any modification of or change in this Agreement, to a waiver of any of its provisions or to any additional contractual relationship of any kind with the Contractor. Accordingly, no modification or change in this Contract shall be valid and enforceable against UNDP unless provided by an amendment to this Agreement signed by the Contractor and jointly by the UNDP Authorized Official.