

REQUEST FOR QUOTATION (RFQ)

Companies	DATE: June 29, 2020
	REFERENCE: RFQ/051/20 – Supply of components for hotbeds.

Dear Sir / Madam:

We kindly request you to submit your quotation for supply of components for hotbeds to the Republic of Karakalpakstan, as detailed in **Annex 1** of this RFQ. For preparing your quotation, please be guided by the form attached hereto as **Annex 2** and its relevant tables.

Quotations may be submitted on or before **18.00 (GMT 5+)**, **July 13**, **2020** via e-mail Electronic version of your quotation must be sent to bids.uz@undp.org.

Quotations submitted by email must be limited to a maximum of 10 MB, virus-free and no more than 2 email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

The following must be on the subject of email with your quotation to be sent to bids.uz@undp.org:

RFQ/051/20 – Supply of components for hotbeds.²

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 2020]	☑ DDP Karakalpakstan for earlier imported goods or local products.		
	☑ DAP for international suppliers registered outside of Uzbekistan.		
Customs clearance, if needed, shall be done by:	☑ Customs clearance ³ , if needed, shall be done by UNDP		
Exact Address of Delivery Location	As per Table 2 of Annex 2;		
Distribution of shipping documents	Goods are supposed to be exported to the end-user with invoice (2 originals) and packing list (2 originals), with other quality confirmation documents if required. In addition, all documents under INCOTERMS 2020.		

¹ Quotations submitted to other email accounts will not be accepted and will be declined.

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² Email submission that will not contain this subject or without reference to subject tender will not be opened and will be declined.

³ Must be linked to INCOTERMS 2020.

Latest Expected Delivery Date and Time	☑ 90 calendar days from the issuance of the Purchase Order (PO)			
Delivery Schedule	Not required ■ Not required Not required ■ Not required Not required			
Mode of Transport	⊠ AIR	⊠ LAND		
Preferred Currency of Quotation	☑ United States Dollars to foreign s ☑ Local Currency: Uzbekistan Som	suppliers (UZS) to Uzbekistan based Suppliers		
Value Added Tax on Price Quotation	VAT payer);	eign companies registered in Uzbekistan (if registered as		
After-sales services required	☑ Warranty on Equipment, Parts a ☑ Technical Support via e-mail/pho	nd Labor for minimum period of 12 months; one/fax/internet		
Deadline for the Submission of Quotation	Jule 13, 2020, Tashkent time 18:00 (GMT +5)			
All documentations , including catalogs, instructions and operating manuals, shall be in this language		n and/or ⊠ Russian supporting documents in other than English or Russian languages must have d into above either language version.		
List of mandatory documents to be submitted by Offeror's together with their Quotations by the deadline set above	accordance with the list of requirer ☑ Declaration of owners' interest Annex 2; ☑ Company's profile with detailed details etc.) using form provided in ☑ Contact details (email, telephon goods with a similar nature in the lie. ☑ Copies of at least 2 successfully e a similar nature in the past 3 years; ☑ A statement whether any importance in the process of the purchased including an accordance.	in other companies using form provided in Part 2 of information (name of the company, address, contact Part 3 of Annex 2; e, website) of clients whom the bidder supplied the ast 3 years using form provided in Part 4 of Annex 2; executed contracts signed for the supply of goods with art or export licenses are required in respect of the		

	☑ Manufacturer's Authorization Letter issued in favour of the bidder allowing selling their product to UNDP (if Supplier is not the manufacturer). The same document must demonstrate that the manufacturer takes an obligation to reserve required quantity of goods offered by the bidder for the tender should the bidder selected
	☑ Verified copy of the latest valid business registration certificate of the Offeror's company ⁴
	☑ Quality Certificates (ISO, etc.), Catalogue with details description of offered product with pictures
	Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division I ist or other UN Ineligibility List
List of documents to be requested by	☑ (a) Verified by third party (tax agency or other authorized body) copy of Financial Reports for the last two years; OR
UNDP additionally from the three lowest priced bid Offerors ⁵	(b) a bank statement from Offeror's bank, issued not less than 30 days prior the bid submission or quotation date, that Offeror has available or has access to liquid assets (asset that can be readily converted to cash), to meet the obligations/supply cash flow for the contract of not less than Offeror's bid value.
Period of Validity of Quotes starting the Submission Date	⊠ 90 calendar days after deadline for submission of quotation 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	☑ Allowed, quotes by each separate Lot will be accepted. The contract will be awarded by lots.
Payment Terms	To Local Supplier (Company registered in Uzbekistan):
	☑ To be paid in Uzbek Soums (UZS): 100% payment will be paid in Uzbek Sums (UZS) by bank transfer to the Supplier's account after delivery and acceptance of goods by UNDP;
	To Foreign Suppliers (Company registered outside Uzbekistan):
	oxtimes To be paid in US Dollars (USD): 100% payment will be by bank transfer to the Supplier's
	account after delivery and acceptance of goods by UNDP;
Liquidated	Will be imposed under the following conditions:
Damages	☑ Penalty will be applied as percentage of contract price per day of delay: 0.1%, but up to maximum 20% of total contract value
	☑ Next course of action: penalty and termination of contract and return of advance payment if applicable

 $^{^4}$ Verified by the signature of the authorized Offeror's representative and Offeror's company stamp/seal

⁵ Non-provision of any of additionally requested documents provided in this section will serve as a ground for disqualification of the Offer

Evaluation	☑ Technical responsiveness/Full compliance to requirements and lowest price
Criteria	☑ Strong financial position: (a) Liquidity ratio for the last two years not less than 1 if
	<u>financial statements are presented</u>
	<u>OR</u>
	(b) Confirmation from bank on financial strength of the Offeror as per requirement
	outlined above
	☑ Full acceptance of the PO/Contract General Terms and Conditions
	☑ Comprehensiveness of after-sales services:
	i. Warranty on Parts and Labor for minimum period of 12 months
	ii. Technical Support via e-mail/phone/fax/internet
	☑ At least 2 contracts for supply of goods with a similar nature successfully performed in the last 3 years.
	☑ Demonstrated availability of a permanent office reachable via landline telephone and permanent staff of at least 5 persons
UNDP will award	☑ One or more Supplier, depending on the following factors:
to:	The contract will be awarded by lots.
	UNDP will not consider offers, which include subcontracting.
Type of Contract	
to be Signed	El ONDI Contract for supply of goods
Special	☐ Cancellation of PO/Contract if amount of penalty for delay if delivery exceeds 20%
conditions of	from total contract value
Contract	
Annexes to this	☑ Specifications of the Goods Required (Annex 1)
RFQ	☑ Form for Submission of Quotation (Annex 2)
	☑ General terms of the agreement for construction works that are available in the following website:
	https://www.undp.org/content/undp/en/home/procurement/business/howwebuy.htm
	Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds
	for disqualification from this procurement process.
Contact Person	UNDP CO Uzbekistan, Procurement Unit
for Inquiries	4, T. Shevchenko Street, Tashkent city 100029, Uzbekistan
(Written	Fax: (+998 71) 1203485
inquiries only)	Email: pu.uz@undp.org
	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.
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Post-☑ Verification of accuracy, correctness and authenticity of the information provided by qualification the bidder on the legal, technical and financial documents submitted; Actions ☑ Inquiry and reference checking with Government entities with jurisdiction on the bidder, or any other entity that may have done business with the bidder; Maintenance Inquiry and reference checking with other previous clients on the quality of performance on ongoing or previous contracts completed; ⊠ Physical inspection of the bidder's plant, factory, branches or other places where business transpires, with or without notice to the bidder: ☑ UNDP keeps the right to conduct a visit to bidder's premises/office for making sure bidder's competence for successful execution of the Contract; Other Offers submitted by two (2) or more Offerors shall all be rejected if they are found to have any of the following: a) they have at least one controlling partner, director or shareholder in common; b) any one of them receive or have received any direct or indirect subsidy from the other/s; or c) they have the same legal representative for purposes of this RFQ; d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or e) they are subcontractors to each other's Offer, or a subcontractor to one Offer also submits another Proposal under its name as lead Offeror; or an expert proposed to be in the team of one Offeror participates in more than one Offer received for this RFQ process. This condition does not apply to subcontractors being included in more than one Offer.

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,

Procurement Unit UNDP in Uzbekistan

Technical Specifications

Lot Nº	Items to be Supplied	Description / Specifications of Goods		Amount	Delivery lead- time
		Parameters	UOM		
1	Drip irrigation	Set		2108 sets	
	system for an area of 100 m2	Drip tape d:16 mm emitter pitch: 30 cm	100 m.		
		Main pipe d:16 mm	10 m.		
		Hose valve crane d¾ "	1 pc.		
		Row Start for Drip tape d:16	10 pc.		
		Adapter 3/4 -19	1 pc.		
		End caps for drip tape d:16 mm	10 pc.		
		End caps for Main pipe d:16 mm	2 pc.		
		Tees 16x19x16	1 pc.		
		PVC hose pipe 3/4	5 m.		Delivery lead-
		Water filter	1 pc.		Not more than 90 calendar days
		Repair fitting	2 pc.		
		Instruction on Assembly 1 pc. and use		from day of signing contract	
		Carton Packing box	1 pc.		by both Parties
		Technical specif	fications		r ai ties
		Irrigation area	100 square meters;		
		The total water consumption of one emitter	1.6-2.2 l / h;		
		Minimum working pressure	0.6 bar;		
		Maximum working pressure	1,6 bar;		
		Filtration / mesh	105/140 - 125/120 Micron;		
2	Polypropylene	Type of product:	Pipe;	75000 meters	
	pipe with an	Material:	Polypropylene;		
	outer diameter of 25 mm;	Pipe Diameter Outside:	25 mm;		Delivery lead-
	31 23 IIIIII,	Wall Thickness:	3.5 mm;		time

The appointment: Application: Color: Min. operating	plumbing; for heating White; 5 ° C	Not more than 90 calendar days from day of signing contract by both
temperature: Max. operating temperature: Working pressure:	Not less than 40°C Not less than 10 bar;	Parties

FORM FOR SUBMITTING SUPPLIER'S QUOTATION (This Form must be submitted only using the Supplier's Official Letterhead/Stationery)

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/051/20.

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

Lot No.	Items to be supplied	Description/Specifications of Goods ⁷		Required amount	Unit Price (type of currency)	Total Price (type of currency)
2	Drip	Set		2108 sets		
	irrigation system for	Drip tape d:16 mm emitter pitch: 30 cm	100 m.			
	an area of 100 m2	Main pipe d:16 mm	10 m.			
		Hose valve crane d¾ "	1 pc.			
		Row Start for Drip tape d:16	10 pc.			
		Adapter 3/4 -19	1 pc.			
		End caps for drip tape d:16 mm	10 pc.			
		End caps for Main pipe d:16 mm	2 pc.			
		Tees 16x19x16	1 pc.			
		PVC hose pipe 3/4	5 m.			
		Water filter	1 pc.			
		Repair fitting	2 pc.			
		Instruction on Assembly and use	1 pc.			
		Carton Packing box	1 pc.			
		Technical specifica	ations			
		Irrigation area	100 square meters;			
		The total water consumption of one emitter	1.6-2.2 l / h;			
		Minimum working pressure	0.6 bar;			
		Maximum working pressure	1,6 bar;			

Filtration / mesh	105/140 - 125/120 Micron;			
Sub-total costs for 2108 sets. by	y lot 1			
Transportation costs for 2108 se	Transportation costs for 2108 sets. by lot 1			
Packing, Insurance and other co	Packing, Insurance and other costs for 2108 sets. by lot 1			
Total costs for 2108 sets without	ut VAT by lot 1			
VAT for 2108 sets (applicable onl payer in Uzbekistan)	ly to the local Company, registered as a VAT			
Grand Total all-inclusive cost 21	108 sets <u>including</u> VAT. by lot 1			

Lot No.	Items to be supplied	Description/Specification	ons of Goods ⁷	Required amount	Unit Price (type of currency)	Total Price (type of currency)
2	Polypropylene pipe with an	Type of product:	Pipe;	75000 meters		
	outer diameter of	Material:	Polypropylene;			
	25 mm;	Pipe Diameter Outside:	25 mm;			
		Wall Thickness:	3.5 mm;			
		The appointment:	plumbing;			
		Application:	for heating			
		Color:	White;			
		Min. operating temperature:	5°C			
		Max. operating temperature:	Not less than 40 ° C			
		Working pressure:	Not less than 10 bar;			
		Sub-total costs for 75000 m	eters. by lot 2			
		Transportation costs for 750	000 meters. by lot 2			
		Packing, Insurance and other costs for 75000 meters. by lot 2				
		Total costs for 75000 meter				
		VAT for 75000 meters (applicable only to the local Company, registered as a VAT payer in Uzbekistan)				
		Grand Total all-inclusive co	st 75000 meters <u>inc</u>	luding VAT. b	y lot 2	

Table 2 – Exact Address of Delivery Location

#	Delivery Location	Drip irrigation system for an area of 100 m2	Polyethylene pipe with an outer diameter of 25 mm;		
1	Muynak District. Karakalpakstan	210 sets	7500 m		
2	Takhtakupyr District, Karakalpakstan	304 sets	11025 m		
3	Kegeyli District, Karakalpakstan	522 sets	18525 m		
4	Chimbay District, Karakalpakstan	630 sets	22500 m		
5	Kanlikul District, Karakalpakstan	303 sets	10500 m		
6	Bozataw District, Karakalpakstan	137 sets	4950 m		
8	Nukus city, Karakalpakstan	2 sets	-		

Table 3 – Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation	Your Responses				
are as follows:	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter proposal		
The term of delivery of equipment, within 60 calendar days from the date of signing the Contract by both Parties					
Full compliance of each proposed equipment specification					
Country / country of origin ⁶					
Warranty and After-Sales Requirements					
a) Minimum 12 months warranty for all goods supplied					
b) Warranty for spare parts and maintenance for a period of 12 months					
Period of Validity of Quotes starting the Submission Date – 90 days					
Acceptance 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]

⁶ In case the country of origin of the goods requires provision of the export licenses for the goods or any other documents that might be demanded by the receiving country, the vendor must provide copies of such documents to UNDP upon being awarded for the Contract

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Table 4 – <u>Table of technical compliance of the offered goods</u>

Description / Specifications of Goods		Description / Specifications of		
(required by UNDP)		Goods (offered by Supplier) ⁷		
(required by ontoly		Please indicate parameters of the offered goods		
		Please indicate for the offered goods:		
		Model:		
		Manufacturer:		
		Country of origin:		
Lot 1: Supply of Drip irrigation sy		stem for an area of 100 m2		
(Required quantity: 2108 sets)				
Set		9	Set	
Drip tape d:16 mm emitter	100 m.	Drip tape d:16 mm		
pitch: 30 cm		emitter pitch: 30 cm		
Main pipe d:16 mm	10 m.	Main pipe d:16 mm		
Hose valve crane d¾ "	1 pc.	Hose valve crane d¾ "		
Row Start for Drip tape	10 pc.	Row Start for Drip		
d:16	·	tape d:16		
Adapter 3/4 -19	1 pc.	Adapter 3/4 -19		
End caps for drip tape d:16	10 pc.	End caps for drip tape		
mm	·	d:16 mm		
End caps for Main pipe	2 pc.	End caps for Main pipe		
d:16 mm	·	d:16 mm		
Tees 16x19x16	1 pc.	Tees 16x19x16		
PVC hose pipe 3/4	5 m.	PVC hose pipe 3/4		
Water filter	1 pc.	Water filter		
Repair fitting	2 pc.	Repair fitting		
Instruction on Assembly	1 pc.	Instruction on		
and use		Assembly and use		
Carton Packing box	1 pc.	Carton Packing box		
Technical s	pecifications	Technical specifications		
Irrigation area	100 square meters;	Irrigation area		
The total water	1.6-2.2 l / h;	The total water		
consumption of one		consumption of one		
emitter		emitter		
Minimum working	0.6 bar;	Minimum working		
pressure		pressure		
Maximum working	1,6 bar;	Maximum working		
pressure		pressure		
Filtration / mesh	105/140 - 125/120 Micron;	Filtration / mesh		

⁷ Please provide description of offered product, model and brand name, that must meet minimum technical specifications provided in Annex 1 above

Lot 2: Supply of Dri Polypropylene pipe with an outer diameter of 25 mm; m2 (Required quantity: 75000 meters)					
Type of product:	Pipe;	Type of product:			
Material:	Polypropylene;	Material:			
Pipe Diameter Outside:	25 mm;	Pipe Diameter Outside:			
Wall Thickness:	3.5 mm;	Wall Thickness:			
The appointment:	plumbing;	The appointment:			
Application:	for heating	Application:			
Color:	White;	Color:			
Min. operating	5 ° C	Min. operating			
temperature:		temperature:			
Max. operating	Not less than 40 ° C	Max. operating			
temperature:		temperature:			
Working pressure:	Not less than 10 bar;	Working pressure:			

PART 2: DECLARATION OF INTEREST

Dear Si	r/Madam,			
We/I, _	(Name and Title), as shareholder(s)/owner(s) of Company, declare that:			
a)	Have no financial and other interests in, association or relationship with, are not employed and do not have relatives (i.e. spouse, parents, children or siblings) employed by the United Nations Developme Programme (UNDP) or the Government of Uzbekistan that announced the RFQ; and do not have access to information about, or influence on the selection process for this RFQ			
b)	Have no common controlling partner, director, shareholder, legal representative for the purposes of this RFQ with any other entity submitting its Quotation under this RFQ; are not subcontracting or are subcontractors to other entities for the purposes of this RFQ; and that the experts proposed in the team do not participate in more than one Quotation for this RFQ			
c)	Are not involved in activities that could have an impact on the objectivity and independence of the Contractor's team in carrying out its duties under the contract or can affect the image of the United Nations and the Government of Uzbekistan.			
We are verifica	tify that the information stated is true, correct and complete to the best of our knowledge and belief obliged to comply with all requests for additional information, documentation, clarification and/o tion concerning the Declaration of Interest statement.			
	er information that we have not provided automatically implies our full compliance with the ments, terms and conditions of the RFQ.			
	[Name and Signature of the Supplier's Authorized Person] [Designation] [Date]			

PART 3: COMPANY PROFILE

1. Offeror's Legal Name [insert Bidder's legal name]					
2. In case of Joint Venture (JV), legal name of each party: [insert legal name of each party in JV]					
3. Actual or intended Country/ies of Registration/Operation: [insert actual or intended Country of Registration]					
4. Year of Registration in its Location: [insert Bidder's year of registration]					
5. Countries of Operation	6. No. of permanent staff in each Country	7.Years of Operation in each Country			
8. Legal Address/es in Country/ies of Registration/Operation ⁸ : [insert Bidder's legal address in country of registration]					
9. Value and Description of Top two (2) Biggest Contracts for the past three (3) years					
10. Latest Credit Rating (Score and Source, if any)					
11. Brief description of litigation history (disputes, arbitration, claims, etc.), indicating current status and outcomes, if already resolved.					
12. Offeror's Authorized Representative Information					
Name: [insert Authorized Representative's name] Address: [insert Authorized Representative's Address] Telephone/Fax numbers: [insert Authorized Representative's telephone/fax numbers] Email Address: [insert Authorized Representative's email address]					
13. Are you in the UNPD List 1267.1989 or UN Ineligibility List? ☐ YES or ☐ NO					

[Name and Signature of the Supplier's Authorized Person]
[Designation]
[Date]

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⁸ You must specify address of permanent office, landline telephone numbers

PART 4: EXPERIENCE IN SIMILAR NATURE*

Name of the good supplied	Delivery period (month, year)	Amount of the contract	Client (Name, contact person, telephone, email)

^{* -} At least 2 contracts signed for the supply of goods with a similar nature