



REQUEST FOR QUOTATION (RFQ)
(Goods & Services)

NAME & ADDRESS OF FIRM	DATE: July 22, 2020
	REFERENCE: RBAS-RFQ-016/2020

Dear Sir / Madam:

We kindly request you to submit your quotation for **SUPPLY AND INSTALL CCTV SYSTEM AT UNDP REGIONAL HUB PREMISES**, 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 **August 10, 2020 at 14:00 Hrs (Amman Local Time)** and via ☒ *e-mail*, ☐ *courier mail* or ☐ *facsimile* to the address below:

United Nations Development Programme
Regional Bureau for Arab States (RBAS)
Proc.contract.rscjo@undp.org
Attention: Abeer Al-Awawdeh/ Procurement Associate
Hanan Abubaker/ Procurement Analyst

Your Quotation must be expressed in the English language, and valid for a minimum period of thirty (120) days.

Quotations submitted by email must be limited to a maximum of 7 MB, virus-free and no more than 5 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 type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP <input type="checkbox"/> DAP <input checked="" type="checkbox"/> Other DDP - UNDP Regional Hub Amman Premises	
Customs clearance ¹ , if needed, shall be done by:	<input type="checkbox"/> UNDP <input checked="" type="checkbox"/> Supplier/Offeror <input type="checkbox"/> Freight Forwarder	
Exact Address/es of Delivery Location/s (identify all, if multiple)	UNDP Regional Hub Amman Premises 11 Abu-Baker Seraj Al- Deen ST.– Abdoun Al Shamali P O BOX 852303 AMMAN 11185 - JORDAN	
UNDP Preferred Freight Forwarder, if any ²	NA	
Site visit	<input checked="" type="checkbox"/> The vendor(s) are requested to arrange for a site visit to the location before submitting the proposal(s). The dates for site visit will be as per followings: Tuesday: 28 July 2020 The vendor(s) is requested to arrange for the site visit with Marwan Naimatt/ National Security Officer: Mobile: 00962799710250 E-mail: marwan.naimatt@undp.org	
Latest Expected Delivery Date and Time (if delivery time exceeds this, quote may be rejected by UNDP)	<input checked="" type="checkbox"/> 4 weeks from the issuance of contract	
Delivery Schedule	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required	
Packing Requirements	Shipment shall be packed upon international packing standard	
Mode of Transport	<input type="checkbox"/> AIR <input type="checkbox"/> SEA	<input checked="" type="checkbox"/> LAND <input type="checkbox"/> OTHER [pls. specify]
Preferred Currency of Quotation ³	<input checked="" type="checkbox"/> Local Currency: Jordanian Dinar	
Value Added Tax on Price Quotation ⁴	<input type="checkbox"/> Must be inclusive of VAT and other applicable indirect taxes <input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes	
After-sales services required	<input checked="" type="checkbox"/> Warranty minimum period of 1 Years	

¹ Must be linked to INCO Terms chosen.

² Depends on INCO Terms. The suggestion to use a UNDP preferred courier is only for purposes of familiarity with procedures and documentary requirements applicable to the UNDP when clearing with customs.

³ 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.

⁴ This must be reconciled with the INCO Terms required by the RFQ. Furthermore, VAT exemption status varies from one country to another. Pls. tick whatever is applicable to the UNDP CO/BU requiring the goods.

	<input checked="" type="checkbox"/> Technical Support <input checked="" type="checkbox"/> Provision of Service Unit when pulled out for maintenance/ repair in Amman Jordan <input type="checkbox"/> Others <i>[pls. specify]</i>
Deadline for the Submission of Quotation	COB, Monday, August 10, 2020 and @14 Hrs Amman Local Time
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English
Documents to be submitted ⁵	<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"/> Company Profile <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"/> Quality Certificates (ISO, etc.); (if Any) <input checked="" type="checkbox"/> Latest Business Registration Certificate; <input checked="" type="checkbox"/> Latest Internal Revenue Certificate / Tax Clearance; <input checked="" type="checkbox"/> Evidence/Certification of Environmental Sustainability ("Green" Standards) of the Company or the Product being supplied; (if Any) <input checked="" 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;
Period of Validity of Quotes starting the Submission Date	<input type="checkbox"/> 60 days <input type="checkbox"/> 90 days <input checked="" type="checkbox"/> 120 days 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 <i>[pls. provide conditions for partial quotes, and ensure that requirements are properly listed to allow partial quotes (e.g., in lots, etc.)]</i>
Payment Terms ⁶	<input checked="" type="checkbox"/> 100% upon delivery full quantity of purchase order and acceptance by UNDP based on Security Officer Report.

⁵ First 2 items in this list are mandatory for the supply of imported goods

⁶ UNDP preference is not to pay advanced amount upon signing of contract. If vendor strictly requires advanced payment, it will be limited only up to 20% of the total price quoted. For any higher percentage, or advanced payment of \$30,000 or higher, UNDP shall require the vendor to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the advanced payment made by UNDP to the vendor.

	The payment will be processed within 30 days as per UNDP rules and regulations		
Liquidated Damages	<input checked="" type="checkbox"/> Will be imposed under the following conditions: Percentage of contract price per day of delay: 0.5% every 5 days of delay, up to a maximum no. of days of delay: 20 After which UNDP may terminate the contract.		
Evaluation Criteria [check as many as applicable]	Criteria	Criteria (Yes=compliant/pass No-Non-compliant/fail)	
	Compliance with Technical Specifications mentioned in Annex 1	Yes/No	
	Comprehensiveness of after-sales services	Yes/No	
	Delivery time not to exceed 4 weeks from contract/PO issuance.	Yes/No	
	Compliance with requirements mentioned in Annex2-Table 2.	Yes/No	
Award Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ⁷ <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <i>[this is a mandatory criterion and cannot be deleted regardless of the nature of services required]</i>		
UNDP will award to:	<input checked="" type="checkbox"/> One and only one supplier <input type="checkbox"/> One or more Supplier, depending on the following factors: <i>[Clarify fully how and why will this be achieved. Please do not choose this option without indicating the parameters for awarding to multiple Suppliers]</i>		
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) UNDP (this template is also utilized for Long-Term Agreement ⁸ and if LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.) <input type="checkbox"/> Other Type/s of Contract <i>[pls. specify]</i>		
Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) <input type="checkbox"/> General Terms and Conditions for de minimi contracts (services only, less than \$50,000) 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 10 calendar days		

⁷ 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.

⁸ Minimum of one (1) year period and may be extended up to a maximum of three (3) years subject to satisfactory performance evaluation

	<input type="checkbox"/> Others <i>[pls. specify]</i>
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection (meeting required specification in the RFQ) Complete Installation <input checked="" type="checkbox"/> Passing all installation and Testing devices shall be working efficiency as expected; <input checked="" type="checkbox"/> Written Acceptance of Goods & Services based on full compliance with RFQ requirements. <input checked="" type="checkbox"/> provide training and support after the installation of the system for 3-4 staff
Annexes to this RFQ ⁹	<input checked="" type="checkbox"/> Terms of Reference of the Goods & Services Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2-Table 1 & 2) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2-Table 3) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html <input type="checkbox"/> Others <i>[pls. specify, if any]</i> 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) ¹⁰	To: Abeer Al-Awawdeh/ Procurement Associate E-mail: abeer.awawdeh@undp.org CC: Hanan Abubaker/ Procurement Analyst E-mail: Hanan.abubaker@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.

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.

⁹ Where the information is available in the web, a URL for the information may simply be provided.

¹⁰ This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

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,



Huda Khattab
Head of Operations
July 22, 2020

Annex 1

TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND INSTALL CCTV SYSTEM AT UNDP REGIONAL HUB PREMISES -ABDOUN

1. PURPOSE OF THE ASSIGNMENT

1.1 The purpose of the assignment is to appoint a Service Provider to supply and install CCTV system in UNDP Regional Hub (RH) premises -Abdoun.

2. BACKGROUND

2.1 UNDP RH is committed to ensure a high performance-working environment and quality of work life within a conducive environment by providing security systems to its premises.

3. SCOPE OF WORK AND DELIVERABLES

3.1 Service providers are invited to supply and install the following security components:

- (One NVR (1), One 55-inch Monitor SMART; Cabinet; two 6 TB HDD). Detailed specifications are illustrated on Annex A
- 20 Indoor / 10 Outdoor cameras. Detailed specifications are illustrated on Annex A.
- Combined Data and Power cables CAT 6 (quantity to be determined by the provider after site survey). Detailed specifications are illustrated on Annex B.
- Desktop with 27-inch screen at Gate house compatible to work with both CCTV systems

3.2 Installation of the required systems will be as the following plan:

1. Indoor / Outdoor cameras locations will be shown in the site survey, UNDP WILL NOT PROVIDE ANY FLOOR PLANS.
2. Data and Power cables and will be extended from all cameras to the security office at the ground floor, in addition to the at Gate house reception (Both locations will be shown in the site survey).
3. The NVR will be installed inside a cabinet located at the security office in the ground floor with the current system, NVRs to be connected to the surveillance 55 Inch monitor. All will be connected and integrated with the current CCTV system (FLIR) whom will be installed in the same cabinet.

4. DELIVERABLES

4.1 The successful bidder will be required to supply and install security systems as outlined from Annexure A-B of this Terms of Reference for a period of four weeks .

5.1 The successful bidder will be required to provide training and support to the users after the installation of the system.

6. General Terms

6.1 Service provider is required to do a site survey before submitting financial offer.

6.2 Service provider is required to provide the costs for the needed power cables, data cables, conduits and installation separately in his financial offer.

Technical Specifications: DVR, Monitor, Cabinet

SN	Item	Description	Qty
1	NVR 32 CHANNEL 4 SATA 16 POE	NVR. 32 CHANNEL 16 POE <ul style="list-style-type: none"> • Third-party network cameras supported • Up to 12 Megapixels resolution recording • Supports 2-ch HDMI, 1-ch VGA, HDMI at up to 4K (3840×2160) resolution • 32-ch network cameras can relate to 320mb incoming bandwidth • 4 SATA interfaces UP TO 6 TB HDD. • Plug & Play with up to 24 independent PoE network interfaces • Support dual-OS to ensure high reliability of system running • Supports various VCA detection alarm and VCA search • Supports H.265/H.264/MPEG4 video formats • One Year Warranty 	1
2	Monitor	Size: - 55 Inch SMART 4K One Year Warranty	1
3-	Indoor Camera – Dome	<ul style="list-style-type: none"> • Dome 5MP: 5MP, 1/2.7" CMOS image sensor, low illuminance, high image definition Outputs 2688×1520 (2688×1520) @ 25/30 fps, and supports max. 5MP (2592×1944) @ 20 fps • H.265 codec, high compression rate, ultra-low bit rat • Built-in IR LED, max IR distance: 40 m ROI, SMART H.264/H.265, flexible coding, applicable to various bandwidth and storage environments • Rotation mode, WDR, 3D DNR, HLC, BLC, digital watermarking, applicable to various monitoring scenes • Intelligent detection: Intrusion, tripwire • Abnormality detection: Motion detection, video tampering, no SD card, SD card full, SD card error, network disconnected, IP conflict, illegal access, voltage detection • Supports max. 256 GB Micro SD card • 12V DC/PoE power support • IP67 protection • One Year Warranty 	20
	Outdoor Bullet	<ul style="list-style-type: none"> • Outdoor Bullet 5MP • 5MP Lite IR Vary-focal Bullet Network Camera • 5MP, 1/2.7" CMOS image sensor, low illuminance, high image definition • Outputs 2688×1520 (2688×1520) @ 25/30 fps, and supports max. 5MP (2592×1944) @ 20 fps • H.265 codec, high compression rate, ultra-low bit rate • Built-in IR LED, max IR distance: 60 m • Supports max. 256 GB Micro SD card • 12V DC/PoE power support • IP67 protection • One Year Warranty 	10

4-	Cabinet	Wall Mount, Glass door, fit for all system components including the current FLIR CCTV. One Year Warranty	1
5-	HDD 6 TB	WD Purple TM drives, 6 TB One Year Warranty	2

Installation: cables, power supplies, Civil work:

	Item	Description	Qty
1	Power and data cables	CAT -6 Combined BNC and power cable to be used with all cameras suitable for CCTV cabling in door and outdoors,	(length to be determined by the offeror upon site visit to the office
2.	Civil work	Conduits, metal bases or stands, and any other material needed.	needed civil work, paints, and installation material to be determined by the offeror upon site visits
3	Training of Users	The successful bidder will be required to provide training and support after the installation of the system for 3-4 staff.	
4	Warranty	One Year for all items	

**Pls. attach delivery schedule, if relevant, and cluster by lot, if partial bids will be allowed. Specify delivery locations if goods multiple destinations.*

[Enter name of authorized staff]

[Designation]

[Click here to enter a date]

Annex 2

FORM FOR SUBMITTING SUPPLIER'S QUOTATION¹¹
(This Form must be submitted only using the Supplier's Official Letterhead/Stationery¹²)

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-RBAS-016/2020**:

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

SN	Item	Description	Qty	Unit Price in JOD	Total Price in JOD
1	NVR 32 CHANNEL 4 SATA 16 POE	NVR. 32 CHANNEL 16 POE <ul style="list-style-type: none"> • Third-party network cameras supported • Up to 12 Megapixels resolution recording • Supports 2-ch HDMI, 1-ch VGA, HDMI at up to 4K (3840×2160) resolution • 32-ch network cameras can relate to 320mb incoming bandwidth • 4 SATA interfaces UP TO 6 TB HDD. • Plug & Play with up to 24 independent PoE network interfaces • Support dual-OS to ensure high reliability of system running • Supports various VCA detection alarm and VCA search • Supports H.265/H.264/MPEG4 video formats • One Year Warranty 	1		
2	Monitor	Size: - 55 Inch SMART 4K One Year Warranty	1		
3-	Indoor Camera – Dome	<ul style="list-style-type: none"> • Dome 5MP: 5MP, 1/2.7" CMOS image sensor, low illuminance, high image definition Outputs 2688×1520 (2688×1520) @ 25/30 fps, and supports max. 5MP (2592×1944) @ 20 fps • H.265 codec, high compression rate, ultra-low bit rat • Built-in IR LED, max IR distance: 40 m ROI, SMART H.264/H.265, flexible coding, applicable to various bandwidth and storage environments • Rotation mode, WDR, 3D DNR, HLC, BLC, digital watermarking, applicable to various monitoring scenes • Intelligent detection: Intrusion, tripwire 	20		

¹¹ This serves as a guide to the Supplier in preparing the quotation and price schedule.

¹² Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

		<ul style="list-style-type: none"> Abnormality detection: Motion detection, video tampering, no SD card, SD card full, SD card error, network disconnected, IP conflict, illegal access, voltage detection Supports max. 256 GB Micro SD card 12V DC/PoE power support · IP67 protection One Year Warranty 			
	Outdoor Bullet	<ul style="list-style-type: none"> Outdoor Bullet 5MP 5MP Lite IR Vary-focal Bullet Network Camera 5MP, 1/2.7" CMOS image sensor, low illuminance, high image definition Outputs 2688×1520 (2688×1520) @ 25/30 fps, and supports max. 5MP (2592×1944) @ 20 fps H.265 codec, high compression rate, ultra-low bit rate Built-in IR LED, max IR distance: 60 m Supports max. 256 GB Micro SD card 12V DC/PoE power support IP67 protection One Year Warranty 	10		
4-	Cabinet	Wall Mount, Glass door, fit for all system components including the current FLIR CCTV. One Year Warranty	1		
5-	HDD 6 TB	WD Purple TM drives, 6 TB One Year Warranty	2		
		Total Final and All-Inclusive Price Quotation for the supply of the CCTV Equipment above (DDP-Regional Hub Premises in Amman)			

TABLE 2: Installation: cables, power supplies, Civil work:

SN	Item	Description	Qty	Unit Price in JOD	Total Price in JOD
1.	Power and data cables	CAT -6 Combined BNC and power cable to be used with all cameras suitable for CCTV cabling in door and outdoors,	(length to be determined by the offeror upon site survey)		
2.	Civil work	Conduits, metal bases or stands, and any other material needed.	needed civil work, paints, and installation material to be determined by the offeror upon site visits		
3.	Training of Users	The successful bidder will be required to provide training and support after the installation of the system for 3-4 staff.			
4.	Warranty	One Year on all items			
	Total Final and All-Inclusive Price Quotation for the Installation: cables, power supplies, Civil work				

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 as per schedule mentioned above			
Country/ies Of Origin ¹³ :			
Warranty and After-Sales Requirements			
a) provide training and support after the installation of the system for 3-4 staff			
b) 1 Year Warranty for all required items			
c) Service Unit to be Provided when the Purchased Unit is Under Repair			
d) Brand new replacement if Purchased Unit is beyond repair			
Payment terms: 1) 100% upon delivery full quantity of purchase order and acceptance by UNDP based on Security Officer Report. 2) The payment will be proceed within 30 days as per UNDP rules and regulations			
Validity of Quotation 120 days			
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]

¹³ 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.