**FORM FOR SUBMITTING SUPPLIER’S QUOTATION**

***(This Form must be submitted only using the Supplier’s Official Letterhead/Stationery)***

We, the undersigned, hereby offer to supply the items listed below in conformity with the technical specifications and requirements of UNDP as per RFQ Reference No. **RFQ/052/20 (Re-announcement) – Supply of Tomato Seed Processing Equipment:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **№** | **DESCRIPTION OF GOODS** | | **UOM** | **Q-ty** | **Indicate currency of your Offer (UZS/USD/EUR) (exclusive of VAT)** | |
| **Required** | **proposed** | **Unit Price** | **Unit Price** |
| 1 | **Tomato Seed Extraction Equipment**  Productivity: not less than 0.5 tons / h;  Required voltage: 220V/50Hz  Warranty: at least 12 months from the date of delivery. Equipment should be new and high quality. Quality must be confirmed by appropriate certificates. | *(indicate the model and specifications of the goods offered)* | PCS | 1 |  |  |
| 2 | **Equipment for cleaning (sorting) tomato seeds**  Productivity: not less than 5 kg/h;  Required voltage: 220V/50Hz  Warranty: at least 12 months from the date of delivery.  Equipment should be new and high quality. Quality must be confirmed by appropriate certificates. | *(indicate the model and specifications of the goods offered)* | PCS | 1 |  |  |
| 3 | **Equipment for chemical treatment of seeds (Seed Coating Machine)**  Productivity: not less than 5 kg / h;  Required voltage: 220V/50Hz  Warranty: at least 12 months from the date of delivery.  Equipment should be new and high quality. Quality must be confirmed by appropriate certificates. | *(indicate the model and specifications of the goods offered)* | PCS | 1 |  |  |
| 4 | **Automatic Tomato Seed Packing Machine**  Productivity: not less than 5 packs / minute;  Package Capacity: 50-200 grams;  Required voltage: 220V/50Hz  Warranty: at least 12 months from the date of delivery.  Equipment should be new and high quality. Quality must be confirmed by appropriate certificates. | *(indicate the model and specifications of the goods offered)* | PCS | 1 |  |  |
|  | **Important notes:**  1. If some of the requested machines indicated in the technical specifications are combined 2 in 1 or 3 in 1 etc, then it is allowed to submit proposals for these machines which combine 2-3 operations in one equipment as long as technical parameters meet.  2. Installation, commissioning and start-up of equipment can be carried out by a specialist on site or in case if it’s not possible or there are limitations for the travel of a specialist, it can be carried out in the form of online /remote guidance /video instructions. | | | | |  |
|  | **Total price of all items** | | | | |  |
|  | **Transportation costs** (final delivery address: Aylanpa mahalla, Naiman village, Andijan district, Andijan region, Republic of Uzbekistan.) | | | | |  |
|  | Other expenses (specify if there is any) | | | | |  |
|  | Installation, commissioning and start-up of equipment costs, if applicable | | | | |  |
|  | VAT (if applicable for local suppliers) | | | | |  |
|  | **Total All inclusive Bid Price** | | | | |  |

Notes:

1. Partial quotations are not allowed. Contract will be awarded for full Offer.

2. The Bidders must quote genuine, new (previously never used) products. UNDP may conduct post-delivery inspection at its sole discretions.

3. Site survey for post qualification purpose might be arranged on request.

4. Brochures and Technical details of the model offered MUST be submitted with the bid offer.

The UNDP General Terms and Conditions are an integral part of this RFQ and should be reviewed by all bidders: <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

In submitting a quotation, bidders expressly accept to be bound by these General Terms and Conditions.

Any Purchase Order resulting from this process shall incorporate them in full.

Please submit your quotation by completing the right column of the form below:

|  |  |
| --- | --- |
| **UNDP Requirements** | **Bidder’s Response** |
| Validity of Offer:  ☒ 60 days  In exceptional circumstances, UNDP may request the Offeror to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. In such case the extension shall be confirmed in writing, without any modification whatsoever of the Quotation. | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Warranty Period Offered:  ☒ Minimum of 12 consecutive months from the date of delivery. | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Description of Warranty Coverage:  ☒ Standard manufacturer’s Warranty. | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Description of After Sales Service (as applicable):  ☒ Warranty on the Goods and spare parts for a minimum period of 12 consecutive months;  ☒ Technical Support;  ☒ Elimination of inconsistencies and malfunctions during the warranty period, including delivery and replacement; replacement with completely new Goods if the delivered one does not comply with the Specification or cannot be repaired. | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Delivery Terms (linked to INCOTERMS 2020):  ☒ DAP- Andijan district, Andijan region, Republic of Uzbekistan  Customs clearance[[1]](#footnote-1), if necessary, is carried out by UNDP.  The equipment must be delivered to a customs post in Tashkent, Uzbekistan, to the name of UNDP for customs clearance. After completion of customs clearance, vendor is obliged to organize transportation to the exact delivery address.  Exact Address/es of Delivery and Installation location:  *Aylanpa mahalla, Naiman village, Andijan district, Andijan region, Uzbekistan.*  *The building of Andijan Scientific Experimental Station of the Research Institute of Vegetable, Melon and Potato.* | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Payment Terms:  **To Local Bidders registered in Uzbekistan:**  ☒ Shall be made in Uzbek Soums by means of bank transfer: 100% post-payment upon delivery of goods to the exact delivery address, and acceptance by UNDP;  **To Foreign Bidders registered outside Uzbekistan:**  ☒ Shall be made in US Dollars or Euro by means of bank transfer: 100% post-payment upon delivery of technique to the exact delivery address and acceptance by UNDP. | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Application of Value Added Tax (VAT):  ☒ Applicable to local Bidders registered in Uzbekistan: the offer **must** **include** VAT\* as a separate line (if the company is registered as a VAT payer);  ☒ Applicable to foreign Bidders registered outside Uzbekistan: the offer **must not include** VAT.  \*Only for the purpose of evaluation, price comparison will be carried out exclusive of VAT! | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Delivery period:  The deadline for delivery is within 60 calendar days from the date of signing the contract by both sides.  Attention: If the delivery period, stated in the quotation exceeds the delivery period stated above, the respective offer may be declined! | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| All documents, including catalogs, instructions and manuals, should be in the following language(s):  ☒ Russian; and/or  ☒ English | ☐ Yes  ☐ No  ☐ *Please explain in case you chose* “No”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Liquidated Damages:  ☒ Will be imposed in case of delay in delivery.  Percentage of contract price per day of delay: 0.1%.  Maximum number of days of delay: 15 calendar days.  After that UNDP may terminate the contract. | ☐ Accept  ☐ Not accept  ☐ *Please explain in case you chose* “Not accept”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Please confirm that your company is not included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List. | ☐ Not listed  ☐ Listed  ☐ *Please explain in case you chose* “Listed”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Please confirm that you accept the UN Supplier Code of Conduct, available at <https://www.un.org/Depts/ptd/about>[-us/un-supplier-code-conduct](https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct) | ☐ Accept  ☐ Not accept  ☐ *Please explain in case you chose* “Not accept”:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Offeror’s Legal Name: *[insert Bidder’s legal name]*  Legal Address in the Country of Registration: *[insert Bidder’s legal address in country of registration]* | |
| **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]* | |

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

1. Must be linked to INCO Terms chosen [↑](#footnote-ref-1)