**Annex 2**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION[[1]](#footnote-1)**

***(This Form must be submitted only using the Supplier’s Official Letterhead/Stationery[[2]](#footnote-2))***

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. 132-2020-UNDP-UKR-RFQ-RPP:

**TABLE 1: BRIEF COMPANY PROFILE**

|  |  |
| --- | --- |
| **BRIEF COMPANY PROFILE**  The Supplier must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following: | |
| **Full registration name** |  |
| **Year of foundation** |  |
| **Legal status** | If Consortium, please provide written confirmation from each member |
| **Legal address** |  |
| **Actual address** |  |
| **Bank information** |  |
| **VAT payer status** |  |
| **Contact person name** |  |
| **Contact person email** |  |
| **Contact person phone** |  |
| **Company’s core activities** |  |
| **Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations (If any);** | Please indicate here |
| **Business Licenses – Registration Papers, Tax Payment Certification, etc** |  |
| **Certificates and Accreditation** | Please indicate here applicable including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc. |
| **Please provide contact details of at least 3 previous partners for reference** | Please attach the signed reference letters (if any). |
| **Company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.** | Please confirm (Answers: Yes, we are in the list/No, we are not in the list) |

**TABLE 2: Conformity to the specification**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | | **Technical requirements (not less than)** | | **Conformity**  (Yes/No) | **Offered Brand, Model and Exact characteristics** |
|  | **Desktop computer** (assembled with pre-installed software) | | No less than:  **System unit:**  **CPU-** **Intel Core i3-9100F**; # Cores: 4; # of Threads:4; Clock Speed, GHz:  3,60 GHz  ; Processing: 14 nm; Code: [Coffee Lake](https://ark.intel.com/content/www/ru/ru/ark/products/codename/97787/coffee-lake.html); Bus Speed: 8 GT/s/  **Motherboard**: [MicroATX](https://hard.rozetka.com.ua/motherboards/c80082/21263=6346/)  ; Processor: Intel Core 9th Generation /i7, i5, i3, Pentium, **Socket LGA1151**  ; Northbridge (chipset): Intel H310; RAM DDR4; LAN (RJ-45): 10/100/1000 Mbps; USB 2.0: 4 pcs; Motherboard USB Port: 2 pcs (1 x USB 3.0 / 1 x USB 2.0 ); PS/2: 2 pcs; USB 3.0: 2 pcs /  **RAM**: PC; Memory Size: 8 GB; Memory Type: DDR4; Clock Speed: 2400 MHz;  **Graphics card :** PCI-Ex GeForce GT 730 2048MB GDDR5 (64bit) (902/5000) (DVI, HDMI, D-Sub.  **HDD** - Type: internal; Function: PC; Capacity: 1000 GB; Buffer Size: 64 MB; Form Factor: 3.5"; Spindle Speed: 7200 rpm; Interface: SATA 3 /  **ODD -** Type: internal; Media type: DVD±RW; Connection: SATA; Disc Loading Type: via tray;  **PC Case** **-** Casing Type: Mini Tower; Form Factor: micro-ATX; Power Supply: available; Case Color: black; Power Supply provided: 400 W; Front Panel Connectors: USB 3.0, Audio (microphone / headphones)  **Display:**  Device: monitor / Screen size: **23.8**" / Screen Surface: anti-glare / Aspect Ratio: 16:9 / type: **IPS** / Recommended Resolution: **1920x1080** (Full HD) / Response Time: 5 ms / Contrast (static): 1000:1 / Contrast (dynamic): 5000000:1 / Brightness: 250 cd/m2 / Pixel Size: 0.247 mm / Frequency (vertical): 60 Hz / Frequency (horizontal): 80 Hz / Refresh Rate: 60 Hz / Color depth: 16.7 million colors / Inputs: VGA or DP, HDMI /  **Keyboard and mouse:** Connection: wired / Connection Interface: USB / Format: classic / Equipment: keyboard and mouse  **Microsoft Windows 10 (software):** Windows 10 Professional / Capacity: 64-bit / Language: Ukrainian / License: **OEM** version (for assemblers) / For 1 PC  **Power extender with overload protection:** # of sockets: 6 / Max Load Current: 16 / Long-Term Load: 3500 V / Cord Length, m: 1,5 / Max Peak Voltage: 240 V |  |  |
|  | **Microsoft**  **Office 2019**  **(software)** | | Microsoft Office 2019 **BOX version with sticker is preferable** [Ukrainian] / T5D-03189/ 64-bit / Office version: for home and business / Language: Ukrainian / Program Package: Word, Exсel, PowerPoint, OneNote, Outlook / License: fixed for 1 PC |  |  |
|  | **Uninterruptible power supply (UPS)** | | Device: linear-interactive / Power-up-time: 2 ms / Full Load Operation: 5 min / Half Load Operation: 10 min / Input voltage: 230 V / Max Output: 850 VA / Effective Output: 480 V / # of sockets: 4 pcs / Cold Start: available |  |  |
|  | **Multi-functional unit (MFU)** | | No less than:  Device: A4 / Printing: laser / Chromaticity: monochrome/ Fast Black and White Printing: 18 ppm / Max. Resolution, dpi: 1200х600 / First Print Out Time: 8 s / Min. paper density: 60 g/sm / Max. paper density: 163 g/sm / Black-and- White Copying: 18 ppm  Zoom Factor: 25 - 400% / in 1% increments / Scanner: tablet / Scanner Resolution: 600х1200, dpi / Color Depth: 24 / # of Cartridges: 1 pc / b/w Cartridge Resource: 1600 p / Configuration: cartridge 725 / Tray Issuance: 100 p / Paper Feed: 150 p / Wired Interfaces: USB /2.0 Hi-speed / Recommended Monthly Duty Cycle: 8000 p / +1 optional cartridge |  |  |
|  | **Speaker system** | | Speaker System / Acoustics: 2.0 /Output Power: 2x18 W /Mains Supply /Case Material: wood (MDF) / Dimensions: 250 х 145 х 170 mm |  |  |
|  | **Router** | | **MikroTik hEX PoE lite** model RB750UPr2 — compact router without Wi-Fi on **5 Ethernet ports** 100 Mbit/s and **1 USB port** for connecting 3G/4G modems or bulk memory, (650MHz/64Mb, 1xUSB, 5х100Mbit, PoE in, PoE out) or equivalent |  |  |
|  | **Access point** | | MikroTik wAP ac White (RBwAPG-5HacT2HnD) AP; 720Mhz CPU; 64MB RAM; Wireless 2GHz, 5GHz 802.11a/b/g/n/ac; RouterOS, Level4 license; 1xLAN Gigabit Ethernet; Wireless Access Point: 802.11a/b/g/n/ac MIMO 2x2; Frequency Band:  2.4 GHz and 5 GHz; Gigabit Ethernet Port; Built-in Antenna; PoE Power Supply: 11-57V DC; 24V 0.8A; Power Supply and PoE Gigabit Injector provided. Case: plastic PoE out (power distribution via twisted pair): no; Antenna Angle: omnidirectional; Polarization: double (horizontal; vertical); Antenna Gain: 2 dBi; Receiver Sensitivity: -96 dBm PoE in (via twisted pair powered); Passive PoE / 802.3af / 802.3at; Operating Range: 2.4 GHz, 5 GHz; Operating System: MikroTik RouterOS, Level4 license; Standard Support: ac; Operating Temperature: -40 to + 50 °C; Chain: 3 - 5 GHz, 2 - 2,4 GHz or equivalent |  |  |

**TABLE 3: Price offer**

Financial proposal for the supply of goods in accordance with the technical specification and requirements

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No of set** | **Product name and specification requirements** | **Quantity of units of goods` components (pcs / pair)** | **Unit price, without VAT, currency** | **Total price, without VAT, currency** |
| **1** | **Desktop computer** (assembled with pre-installed software): | 13 |  |  |
| System unit |  |  |
| Display |  |  |
| Keyboard and mouse |  |  |
| Microsoft Windows 10 (software) |  |  |
| Power extender with overload protection |  |  |
| **2** | 1. **Microsoft Office 2019 (software)** | 13 |  |  |
| **3** | **Uninterruptible power supply (UPS)** | 13 |  |  |
| **4** | **Multi-functional unit (MFU)** | 13 |  |  |
| **5** | **Speaker system** | 13 |  |  |
| **6** | **Router** | 13 |  |  |
| **7** | **Access point** | 13 |  |  |
| **8** | **Cost of delivery** | 1 |  |  |
| **Total, without VAT, currency** | | | |  |

**TABLE 4: Offer to Comply with Other Conditions and Related Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Information pertaining to our Quotation are as follows:** | **Your Responses** | | |
| ***Yes, we will comply*** | ***No, we cannot comply*** | ***If you cannot comply, pls. indicate counter proposal*** |
| Delivery time (Delivery of equipment must be carried out within 60 days from PO/Contact signature date) |  |  |  |
| Compliance with technical requirements |  |  |  |
| Delivery terms:  DDP, 92800, Ukraine, 105, Tsentralna str., Bilovodsk |  |  |  |
| Products meet the required quality standards. |  |  |  |
| Warranty and After-Sales Requirements: Not less than 1 year of official manufacturer warranty |  |  |  |
| Validity of Quotation (min. 60 days) |  |  |  |
| All Provisions of the UNDP General Terms and Conditions. <https://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html> |  |  |  |

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

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

*[Designation]*

*[Date]*

1. *This serves as a guide to the Supplier in preparing the quotation and price schedule.*  [↑](#footnote-ref-1)
2. *Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes*  [↑](#footnote-ref-2)