



REQUEST FOR QUOTATION (RFQ) (Goods)

Subject: Procurement, Supply, Installation, Testing and Commissioning of Solar Hot Water System including Solar Pumping System for the cold-water supply to 21 health facilities in Afghanistan	DATE: September 21, 2020
	REFERENCE: UNDP/AFG/2020/RFQ/0000007221

The United Nations Development Programme (UNDP) hereby invites you to submit a quotation for the Fabrication, Supply, Installations, Testing and Commissioning of Solar Dryers to UNDP Afghanistan.

Full details and specifications are provided in Section 2 of this RFQ.

This RFQ includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

- Letter of Invitation
- Annex 1 - RFQ Bid Data Sheet
- Annex 2 - Technical Specifications
- Annex 3 - Price Schedule
- Annex 4 - General Terms and Conditions
- Annex 5 – Offer Submission Form
- Annex 5 - E-tendering Instructions Manual for Bidders (Attached separately)
- Annex 6 - FAQ for Bidders (Attached separately)

If you are interested in submitting a Quotation in response to this RFQ, please prepare your quotation comprising of all required documents in accordance to Bid Data Sheet and should be submitted through the UNDP ATLAS E-Tendering system, which can be accessed at <https://etendering.partneragencies.org>.

No hard copy or email submissions will be accepted by UNDP:

The step by step instructions for registration of offerors and quotation/proposal submission through the UNDP ATLAS E-Tendering system is available in the instructions manual for the offerors, attached with this RFQ. Should you require any training on the UNDP ATLAS E-Tendering system or face with any difficulties when registering your company or submitting your bid, please send an email to the E-Tendering Help Desk at procurement.af@undp.org to request for help. The subject of the email should be UNDP/AFG/2020/RFQ/ 0000007221

The offerors are advised to use Internet Explorer (Version 10 or above) browser to avoid any compatibility issues with the E-Tendering system.

Please refer to E-Tendering system for closing date of this RFQ.

Please note that UNDP implements a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical practices, and obstruction. UNDP is committed to preventing, identifying and addressing all acts of fraud and corrupt practices against UNDP as well as third parties involved in UNDP activities. (See

http://www.undp.org/about/transparencypdocs/UNDP_Anti_Fraud_Policy_English_FINAL_june_2011.pdf and http://www.undp.org/content/undp/en/home/operations/procurement/procurement_protest/ for full description of the policies)

UNDP looks forward to receiving your Quotation and thanks you in advance for your interest in UNDP procurement opportunities.

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 fifty per cent (50%) 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,



Title: Head of Procurement Unit

Date: **September 21, 2020**