**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. \_\_\_\_\_\_\_:

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description/Specification of Goods** | **Quantity** | **Latest Delivery Date** | **Unit Price (IDR)** | **Total Price per Item (IDR)** |
| 1 | Lead-Instructor  Specific requirement   * Bachelor degree in Math,statistic, computer science or other relevant field. * 3 years’ experiences in teaching data science. * Experience in providing data science course with specific training topic related to Python program, data analysis, spatial and temporal modelling | 1 person |  |  |  |
| 2 | Teaching Assistant  Specific requirement   * Bachelor degree in Math,statistic, computer science or other relevant field. * 2 years’ experiences in teaching data science. * Experience in support data science course with specific training topic related to Python program, data analysis, spatial and temporal modelling | 2 persons |  |  |  |
| 3 | In-house training for data science  Training on basic knowledge data science, basic skill data science with Python program, data analysis; spatial and temporal (e.g. statistic, machine learning, and data visualization); such as   * Python for Data Analyst * Exploratory Data Analysis * Practical Statistics * Regression Models * Classification for Machine Learning * Capstone Project Machine Learning | 10 participant |  |  |  |
| 4 | Module on Science Fundamentals Data Analytics and Machine Learning in Python , with data or case study from MMAF | 1 package |  |  |  |
| 5 | Print-out of handbook and course material | 10 exemplar |  |  |  |
| 6 | One-month post training support | 1 month |  |  |  |
| 7 | Two coffee break and lunch per meeting | 15 package for 11 days) |  |  |  |
|  | **Total Prices** | | | |  |
|  | Add : Other Charges (pls. specify) | | | |  |
|  | **Total Final and All-Inclusive Price Quotation** | | | |  |

**TABLE 3 : 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 Lead Time September/October 2020 |  |  |  |
| Validity of Quotation for 60 days |  |  |  |
| All Provisions of the UNDP General Terms and Conditions (Applicable Terms and Conditions are available at:  <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>) |  |  |  |
| Latest Business Registration Certificate ; |  |  |  |
| Latest Internal Revenue Certificate / Tax Clearance; |  |  |  |
| Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; |  |  |  |
| Experience in at least providing data science course with specific training topic that mentioned in point Annex 1, scope of work, point b; |  |  |  |
| Has a good track record in providing data science course by providing portfolio (max. 5 pages) and two (positive) reference checks from the previous clients; |  |  |  |
| CV lead-instructor and teaching assistant, with proved requirement that mentioned above. |  |  |  |
| Valid license/certificate to provide the required service |  |  |  |
| Comply to the requirement stated in Annex 1 |  |  |  |

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

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)