



REQUEST FOR QUOTATION (RFQ)

RFQ for Supply and Installation of 10KVA Solar System each at District Courts North Waziristan, Bajaur & Mohmand, Khyber Pakhtunkhwa

UNDP-RFQ-2020-342

NAME & ADDRESS OF FIRM	DATE: 15 th September 2020
	REFERENCE: UNDP-RFQ-2020-342

Dear Sir / Madam:

We kindly request you to submit your quotation for **Supply of 10KVA Solar System each at District Courts North Waziristan, Bajaur and Mohmand, Khyber Pakhtunkhwa** as per detailed BOQs attached at Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Your offer, should be submitted in accordance with the Annex 2, through e-Tendering online system <http://etendering.partneragencies.org> on or before **Friday, 23rd October, 2020** by **12:30 PM PST or 3:30AM EDT**

You are kindly requested to indicate whether your company intends to submit a quotation by clicking on "Accept Invitation" button no later than **Monday 19th October 2020 [12:30 PM Pakistan Standard Time or 03:30 AM EDT]**. If that is not the case, UNDP would appreciate your indicating the reason, for our records.

Any requests for clarification about the contents of RFQ shall be sent via fax (+51-2600254 & 55) or to the email address at pakistan.procurement.info@undp.org. Answers to questions/inquiries will be forwarded to all the prospective bidders.

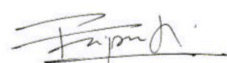
Important notes on submission

1. Submissions must be in the form of PDF files and should be free from any form of virus or corrupted contents, or the quotations shall be rejected.

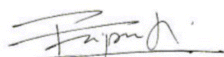
Please take note of the following requirements and conditions pertaining to the provision of the abovementioned civil works:

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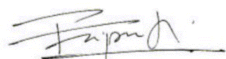
Delivery Terms [INCOTERMS 2010] (Pls. link this to price schedule)	<input checked="" type="checkbox"/> DAP
Exact Address/es of Delivery Location/s (identify all, if multiple)	District Courts North Waziristan, Bajaur & Mohmand, Khyber Pakhtunkhwa
Latest Expected Delivery Date and Time (if delivery time exceeds this, quote may be rejected by UNDP)	<input checked="" type="checkbox"/> 90 days from the issuance of contract
Delivery Schedule	<input checked="" type="checkbox"/> Required
Mode of Transport	<input checked="" type="checkbox"/> LAND
Preferred Currency of Quotation	<input checked="" type="checkbox"/> Local Currency (Pak Rupee)
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be inclusive of VAT and other applicable indirect taxes The United Nations, including its subsidiary organs, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs duties and charges of a similar nature in respect of articles imported or exported for its official use. In the event any governmental authority refuses to recognize the United Nations exemption from such taxes, duties or charges, the Contractor shall immediately consult with the UNDP to determine a mutually acceptable procedure.
After-sales services required	<input checked="" type="checkbox"/> System maintenance for a period of minimum one year after the issuance of substantial completion certificate by the project engineer. <input checked="" type="checkbox"/> Warranty of the equipment as per below <ul style="list-style-type: none"> i. Solar Panels (PV modules) – minimum 25 years ii. Inverters (5KW) – minimum 2 years iii. Dry Gel Batteries- minimum 2 years
Deadline for the Submission of Quotation	Friday, 23rd October 2020 (12:30 PM Pakistan standard Time or 3:30 AM EDT) To be submitted in e-Tendering system Note: Detailed instructions on how to submit, modify or cancel a bid in the e-Tendering system are provided in the e-Tendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/ Film name must be maximum 60 characters long and must not contain any letter or special character other than Latin alphabet/keyboard. All files must be free from virus and not corrupted.
All documentations, including	<input checked="" type="checkbox"/> English



catalogs, instructions and operating manuals, shall be in this language	
Documents <u>must</u> be submitted with the quotation	<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"/> Statement on letterhead that bidder is not listed in the removed or suspended vendor list of the UN or other such lists of other UN agencies, nor are associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council <input checked="" type="checkbox"/> Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods/services being procured; <input checked="" type="checkbox"/> Provide Copy of 3 PO/Contracts for supply of Similar Equipment/System in past three (3) years <input checked="" type="checkbox"/> Latest Business Registration Certificate; or Latest Internal Revenue Certificate STN/NTN/Tax Clearance; <input checked="" type="checkbox"/> Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Certificate of Exclusive Distributorship in the country (if applicable, and if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's report for the past two years 2017-18 & 2018 -19. <input checked="" type="checkbox"/> All warranties should also be provided by the company on 100 Rs stamp paper
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 90 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.
Bid Security	<input checked="" type="checkbox"/> N/A
Acceptable forms of Bid Security	N/A
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 100% upon completion of Delivery and Installation at sites. Original Invoice should be supported by delivery challan duly signed stamped by recipients
Liquidated Damages	<input checked="" type="checkbox"/> N/A



Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ¹ . <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions. <input checked="" type="checkbox"/> Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's report for the past two years 2017-18 & 2018 -19. The Quick Ratio should be =>1 <input checked="" type="checkbox"/> Statement that bidder is not listed in the removed or suspended vendor list of the UN or other such lists of other UN agencies, nor are associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council. <input checked="" type="checkbox"/> All equipment warranty to be provided on 100 Rupees stamp paper. iv. Solar Panels (PV modules) – minimum 25 years v. Inverters (5KW) – minimum 2 years vi. Dry Gel Batteries- minimum 2 years
UNDP will award to:	<input checked="" type="checkbox"/> One and only one contractor
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order
Performance Security	<input checked="" type="checkbox"/> Note Required
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if work is delayed by 2 weeks
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Works
Annexes to this RFQ	<input checked="" type="checkbox"/> Bidder Submission form (Annex 1) <input checked="" type="checkbox"/> Specifications of the Goods Required (Annex 2) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 3) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions (Annex 4). Non-acceptance of the terms of the General Conditions of Contract (GTC) shall be grounds for disqualification from this procurement process.



¹ 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.

Contact Person for Inquiries (Written inquiries only)	Pramila Tripathi Associate Procurement Officer Pramila.tripathi@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.
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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.

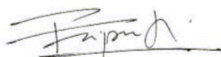
At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum 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 herein attached as Annex 6.

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

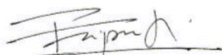
Thank you and we look forward to receiving your quotation.

Sincerely yours,

"for"



**Aliona Niculita
Resident Representative a.i**



Ali Saied

Bid Submission Form²

(This should be written in the Letterhead of the Bidder. Except for indicated fields, no changes may be made in this template.)

Insert: Location

Insert: Date

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to supply the goods and related services required for [insert: title of goods and services required as per RFQ] in accordance with your Request for Quotation dated Insert: bid date. We are hereby submitting our Bid for _____ which includes the Technical Bid and Price Schedule.

We hereby declare that:

- a) All the information and statements made in this Bid are true and we accept that any misrepresentation contained in it may lead to our disqualification;
- b) We are currently not on the removed or suspended vendor list of the UN or other such lists of other UN agencies, nor are we associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council;
- c) We have no outstanding bankruptcy or pending litigation or any legal action that could impair our operation as a going concern; and
- d) We do not employ, nor anticipate employing, any person who is or was recently employed by the UN or UNDP.

We confirm that we have read, understood and hereby fully accept the Schedule of Requirements and Technical Specifications describing the duties and responsibilities required of us in this RFQ, and the General Terms and Conditions of UNDP's Standard Contract for this RFQ.

We agree to abide by this Bid for [insert: period of validity as indicated in Data Sheet].

We undertake, if our Bid is accepted, to initiate the supply of goods and provision of related services not later than the date indicated in the Data Sheet.

We fully understand and recognize that UNDP is not bound to accept this Bid, that we shall bear all costs associated with its preparation and submission, and that UNDP will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

Yours sincerely,

Authorized Signature [In full and initials]: _____

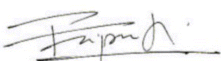
Name and Title of Signatory: _____

Name of Firm: _____

Contact Details: _____

[please mark this letter with your corporate seal, if available]

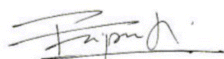
² No deletion or modification may be made in this form. Any such deletion or modification may lead to the rejection of the Bid.



Annex 2

Technical Specifications

S.No.	Descriptions / Specification	Set for each Site
1	<p>Min 400 Watt or above - Solar Panels (PV modules) mono-crystalline, IEC Certified A Grade, TUV 61215, TUV 61730 ,</p> <p>Year of manufacturing (Important) Format like DD:MM:YYYY to be laminated inside the module. (should be not older than 1 year), PV Module Minimum Efficiency 17.5% or above.</p> <p>Total Watts = Min 400x26 = 10,400 Watt</p> <p>Warranty: 25 Years Performance warranty and 10 years manufacturing warranty. It should be provided On Stamp Paper by contractor/Company.</p>	26
2	<p>Inverters (5KW)</p> <p>SMART Off-grid, with Grid sharing option</p> <p>-Complete plug n play system</p> <p>The Inverter should be Lithium Ion Compatible</p> <p>- With all accessories including Inverter, Circuit Breakers and Change over switch etc. in one presentable cabinet</p> <p>-Real time Grid Sharing</p> <p>The inverter should be able to work without batteries too.</p> <p>The inverter must be user programmable for selecting PV, Grid and Battery Priority as well as Built-in programmed</p> <p>Inverter must be capable of configuring for charging Lithium Ion Batteries.</p> <p>- Protection against over/under voltage, current and reverse polarity</p> <p>Warranty: Min. 2 Years</p>	02
3	<p>The 10 KW System should include all mandatory AC/DC Breakers, 1P & 2P where required.</p> <p>DC Flexible Copper Cables 6mm² single core per string fitted in HDPE Pipe (1") & 35mm² Single Core Cable between Inverter & Battery Bank.</p> <p>Inauguration/Sign Board</p> <p>Earthing Road 5 Feet Long, 12mmDia & Earthing Powder.</p> <p>Switches 10/15 Amp. On/Off Switches, Plug & DB.</p> <p>Copper Thimbles, Sleeves Butt Joint connectors, ring thimbles, PVC Shrouds, Heat Shrink Tubes for all termination, connection & jointing as per International practice.</p> <p>Inverter Batters & Protective Devices must be labeled properly.</p> <p>Cabinet for Complete System. (Inverter, Batteries, Stabilizer etc)</p> <p>A complete dedicated indoor high-quality fitting with duct patti for all the equipment in use.</p> <p>Detail User Manual for end User having complaint number</p>	set
4	<p>Dry Gel Batteries.</p> <p>12V 200 AH.</p> <p>Warranty: 2 Years Minimum.</p> <p>2000 cycle at 50% DOD at discharge a rate of 10 hours.</p>	12
5	<p>PV Mounting Structure & base foundation Channel 14 Gauge with SS Nuts & Bolts & fixed to the roof of the building or ground with Anchor Bolts Fixed in proper location able to withstand highspeed winds</p>	set



FORM FOR SUBMITTING SUPPLIER'S QUOTATION**(This Form must be submitted only using the Supplier's Official Letterhead/Stationery³)**

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. [UNDP-RFQ-2020-342](#)

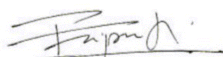
The format shown on the following pages is mandatory for use in preparing the Financial Proposal.

Specifications for 10 KW Solar System at District Courts**North Waziristan, Bajaur & Mohmand**

Fixed Cost

S #	Description	Qty	Unit price in PKR	Total Amount in PKR
1	Min 400 Watt or above - Solar Panels (PV modules) mono-crystalline, IEC Certified A Grade, TUV 61215, TUV 61730, Year of manufacturing (Important) Format like DD:MM:YYYY to be laminated inside the module. (should be not older than 1 year), PV Module Minimum Efficiency 17.5% or above. Total Watts = Min 400x26 = 10,400 Watt Warranty: 25 Years Performance warranty and 10 years manufacturing warranty. It should be provided On Stamp Paper by contractor/Company.	26		
2.	Inverters (5KW) SMART Off-grid, with Grid sharing option -Complete plug n play system The Inverter should be Lithium Ion Compatible - With all accessories including Inverter, Circuit Breakers and Change over switch etc. in one presentable cabinet -Real time Grid Sharing The inverter should be able to work without batteries too. The inverter must be user programmable for selecting PV, Grid and Battery Priority as well as Built-in programmed Inverter must be capable of configuring for charging Lithium Ion Batteries. - Protection against over/under voltage, current and reverse polarity	02		

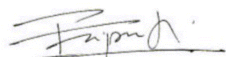
³ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes



	Warranty: Min. 2 Years			
3.	Dry Gel Batteries. 12V 200 AH. Warranty: 2 Years Minimum. 2000 cycle at 50% DOD at discharge a rate of 10 hours.	12		
4.	PV Mounting Structure & base foundation Channel (for PV Modules) 14 Gauge with SS Nuts & Bolts & fixed to the roof of the building or ground with Anchor Bolts Fixed in proper location able to withstand highspeed winds	Set		
5.	Installation & Transportation per site (lumpsum for 1 site) Installation should include all mandatory AC/DC Breakers, 1P & 2P where required. DC Flexible Copper Cables 6mm ² single core per string fitted in HDPE Pipe (1") & 35mm ² Single Core Cable between Inverter & Battery Bank. Inauguration/Sign Board, Earthing Rod 5 Feet Long, 12mmDia & Earthing Powder, Switches 10/15 Amp. On/Off Switches, Plug & DB, Copper Thimbles, Sleeves Butt Joint connectors, ring thimbles, PVC Shrouds, Heat Shrink Tubes for all termination, connection & jointing as per International practice. Inverter Batters & Protective Devices must be labeled properly. Cabinet for Complete System. (Inverter, Batteries, Stabilizer etc) A complete dedicated indoor high-quality fitting with duct patti for all the equipment in use. Detail User Manual for end User having complaint number	Lumpsum		
	Sub-Total for per Site			
	Grand Total in PKR (3 Sites)			

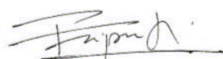
All warranties should be provided On Stamp Paper by contractor/Company.

Authorized Signature [*In full and initials*]: _____
 Name and Title of Signatory: _____
 Name of Firm: _____
 Contact Details: _____



Annex 4

General Terms and Conditions / Special Conditions

A handwritten signature in black ink, appearing to be "F. J. P. M. A.", written over a horizontal line.