***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. 627-2020-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 2 previous clients 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**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment**  **The characteristics should not be lower than are listed**  **in the assignment** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. | **Laptop with mouse**  Lenovo Ideapad S340-14API-81NB0045GE [or equivalent](https://context.reverso.net/%D0%BF%D0%B5%D1%80%D0%B5%D0%B2%D0%BE%D0%B4/%D0%B0%D0%BD%D0%B3%D0%BB%D0%B8%D0%B9%D1%81%D0%BA%D0%B8%D0%B9-%D1%80%D1%83%D1%81%D1%81%D0%BA%D0%B8%D0%B9/or+equivalent), which is not less than  Processor  [AMD Ryzen 3 3200U](https://www.notebookcheck.net/AMD-Ryzen-3-3200U-Processor.391091.0.html) 2 x 2.6 - 3.5 GHz, Zen+ Graphics  [AMD Radeon RX Vega 3](https://www.notebookcheck.net/AMD-Radeon-RX-Vega-3-GPU.278652.0.html)  Or  Intel Core i3-8130U (2.2 - 3.4 ГГц)  Graphics Intel UHD Graphics 620  Memory  8192 MB, DDR4-2400  Display  14 inch 16:9, 1920 x 1080 pixel 157 PPI, TN LED, glossy: no  Storage  128 GB NVMe, 128 GB  Interfaces  2 USB 3.0 / 3.1 Gen1, 1 HDMI, Audio Connections: 3.5mm, Card Reader: SD, USB-C  Networking, Wifi 2.4 and 5Ghz compatible  Bluetooth 4.2  Battery  Lithium-Ion, Battery runtime (according to manufacturer): 8 h  Operating System  Microsoft Windows 10 Home/Pro 64 Bit OEM  Camera  Webcam: HD 720p  Additional features  Speakers: Stereo  Mouse  Wireless mouse Logitech G304 USB or similar | |  |  |
| **2.** | **Interactive complex** | |  |  |
| **Composition of each Interactive complex:** | | | |  |
| 2.1 | Multimedia projector with interactive functions | Technology is not worse than:    Original resolution is not worse than WXGA (1280x800)  The main image format is 16:10  Support for 4:3 image formats; 16: 9  The image size is at least 74.3 inches at a screen distance of 44.3 cm  Lamp life (standard mode), not less than 5000 hours  Lamp life (eco mode), not less than 10000 hours  Contrast not less than: 14,000: 1  Brightness not less: 3500 ANSI lm  Built-in interactive functions  Inputs at least: Mini D-sub 15pin x2, HDMI x3, RCA x1, Mini DIN x1, Stereo mini jack x 3, USB A x1, USB B x1, RJ45 x1, RS-232 (D-sub 9pin) x1, Microphone (Stereo Mini jack) x1  Ability to use interactive features without a PC  Automatic calibration of the interactive function  MHL function support  Ability to transfer audio and video via wi-fi  Possibility of vertical projection on a table  Lamp power not more than 250 W.  Built-in speaker at least 16 W.  The projector must be equipped with accessories for mounting. |  |  |
| 2.2 | Basic software for multimedia projector with interactive functions | *The “Mozabook” or similar*  To create and view interactive learning content.  Compatible with the Teacher's computer operating system (pos. 3.1).  Availability of basic graphic tools: choice of marker type and color, basic geometric shapes (circle, square, triangle), the ability to change the background of the work area (in a line, in a cell).  Support for simultaneous operation of at least 2 (two) users (markers).  The ability to change the object (move, clone, flip, resize, edit) using standard software;  Supports the Ukrainian and English;  Has an automatic or manual update function. |  |  |
| 2.3 | Multimedia projector board with interactive functions | Type: Metal-ceramic board  It is intended for projection on its surface of the image from the multimedia projector. Diagonal not less than 77 inches.  The size is not less than 1660 x 1270 x 20 mm |  |  |
| **3.** | **Educational computer complex (15 + 1)** | |  |  |
| **Composition of each Educational computer complex (15 + 1):** | | | |  |
| 3.1 | Teacher's computer (terminal) | Housing: ATX (midi tower)  Power supply: not less than 500 W.  Motherboard: Socket 1151 (Intel); 4 x USB 3.0; 1 GbE LAN;  DDR4; D-SUB (VGA), DVI-D, HDMI;  Processor: not worse than INTEL CORE I7 at least 6 generation  Hard drive: at least 1 x 2.5 "SSD 120GB SATA -3  1 x 3.5 "2TB SATA-3 7200rpm 64Mb  RAM: 32 GB DDR4  Video card: Intel HD Graphics  Optical drive: DVD + -R / RW 24x SATA  Monitor: diagonal at least 21.5 ”  Keyboard + wireless mouse set  Uninterruptible power supply  WinMultiPointSvrPrem 2016 SNGL OLP NL Acdmc software  Office software package: certified in Ukraine, with Ukrainian-language interface, compatible with the selected OS, which supports work with basic file formats (DOC, DOCX, RTF, XLS, XLSX, PPT, PPTX, HTML and MDB, ODT, ODS, ODP), as well as work with e-mail.  Availability of Ukrainian-language support.  Antivirus: pre-installed antivirus protection with the ability to detect and neutralize network threats, the presence of preventive technologies that ensure the detection of unknown threats.  Free software: archiver, PDF viewer, browser, system utilities.  Specialized educational software:  - to create, view and play interactive learning content; compatible with the operating system of the interactive panel; supports import of created files of various formats; contains the functionality of creating and modifying (move, clone, flip, resize, block, edit, make transparent) objects using standard software; contains a built-in screen recording tool with the function of recording and saving the desktop or its selected area; contains automatic update functionality; contains at least 1200 built-in 3D models of educational topics in the Ukrainian language;  - contains interactive tools for creating tests; contains free access of users to at least 50 Ukrainian-language licensed digital textbooks of grades 1-11;  - ability to use the electronic demo version for at least 30 days (this feature must be available on the official website of the manufacturer).  ***Indicate an electronic link to the site of the manufacturer of specialized educational software and provide a copy of agreements with the manufacturer or distributor of visual aids with publishers of textbooks confirming the right to use educational publications (textbooks) owned by the publisher in order to place them and provide free access to users of visual aids. Such a document should contain a complete list of textbooks that are the subject of this document.*** |  |  |
| 3.2 | Student's computer  (Zero client) | - must not contain moving parts (fan, etc.);  - power consumption - no more than 5W;  - should not require special drivers for installation;  - must support work with the OS:  Microsoft Windows XP SP3 Pro 32-bit (excluding Home Basic)  - Microsoft Windows 7 32-bit & 64-bit (excluding Home Basic)  - Microsoft Windows 8 32-bit & 64-bit (excluding Starter)  - Microsoft Windows 8.1 32-bit & 64-bit (excluding Starter)  - Microsoft Windows 10 32-bit & 64-bit (excluding Starter & Insider)  - Microsoft Windows Server 2003 32 bits  - Microsoft Windows Server 2008R2  - Microsoft Windows Server 2012  - Microsoft Windows Server 2012R2  - Microsoft Windows Multipoint Server 2011  - Microsoft Windows Multipoint Server 2012  - Microsoft Multipoint Server 2016.  - the software must have a user management function (class management)  - The software must support up to 99 users  - support for HD video 1080p of all formats  - support for audio at least 16 bits, 44.1Khz / 48Khz  - presence of fastening / support  - availability of instructions in Ukrainian  - availability of USB-inputs - 4 pcs;  - 3.5mm microphone connector;  - 3.5mm headphone jack;  - VGA connector for monitor;  - RJ-45;  - power connector.  Software:  Software WinSvrCAL 2016 SNGL OLP NL Acdmc DvcCAL.  Software WinRmtDsktpSrvcsCAL 2016 SNGL OLP NL Acdmc DvcCAL  Free zero-client software that supports DDP (Dynamic Desktop Protocol);  Monitor: diagonal at least 18.5”  Keyboard + wireless mouse set |  |  |
| 3.3 | Network switch | Standard: IEEE 802.3 / 802.3u / 802.3x;  Ports: 16xRJ-45;  Type: 10/100/1000 Mbps. |  |  |
| 3.4 | Router | Provides simultaneous connection of 15 users without loss of data transfer speed.  Main characteristics:  Wi-Fi speed 300 Mbps;  Ethernet WAN port;  Wi-Fi frequency 2.4 GHz;  LAN port speed 1 Gbps. |  |  |

**TABLE 3: Financial offer for the supply of goods in accordance with the technical specification and**

**requirements**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **#** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **1** | **Laptop with mouse**  *Indicate Brand, Model and parameters* | **55** |  |  |
| **2** | **Interactive complex**  *Indicate Brand, Model and parameters* | **3** |  |  |
| **3** | **Educational computer complex (15+1)**  *Indicate Brand, Model and parameters*  *Insert the link to a site of the manufacturer or an official distributor on the territory of Ukraine of specialized educational software.* | **3** |  |  |
| **4** | **Delivery** | **1** |  |  |
| **5** | **Installation** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

Dear Partners!

The UN Office in Ukraine kindly informs you, that the purchase of goods and services, announced in the UN Office Tenders, is conducted within the framework of international technical assistance project.

 Provisions of the Tax Code of Ukraine (paragraph 197.11) foresee the VAT tax exemption for operations, financed by material and technical assistance.

The procedure for obtaining the tax exemption right for operations, performed in the framework of international technical assistance projects, is regulated by the Decree #153 of the Cabinet of Ministers of Ukraine dated February 15, 2002.

In case you already have the right to apply this VAT allowance, on the date of UNDP prepayment receipt you should prepare and register a tax invoice (hereinafter - TI) in the United Register of Tax Invoices (URTI), filled in as follows:

• the column "Comprised on the operation, exempted from taxation" on the upper left part - with the mark "Without VAT";

• Section A of the TI table section (lines I-X) should contain the summarizing data on TI transactions, namely: line I - the total amount to be paid, including VAT; line IX - the total volume of goods and services delivered. Lines II-VIII of section A are not filled;

• in column 2 of section B – supplier’s (seller’s) services nomenclature;

• in section 3.3 of section B - service code according to the SCPS. Box 3.3 should be filled in at all stages of the services delivery;

• in columns 4 and 5 - unit of services measurement;

• in column 6 - quantity (volume) of services delivery;

• in column 7 - the price of the service unit supply, excluding VAT;

• in column 8 - VAT rate code 903;

• in column 9 – tax allowance code according to the Handbook of other tax benefits, approved by the SFS as of the date of TI submission - "14060523".

• in column 10 - supply volume, excluding VAT (prepayment amount).

Detailed instructions to be found in the materials "Tax invoice - 2017: instruction on filling out" and "New tax invoice in the samples."

Credit against VAT tax, applied on the materials purchase for the relevant construction works performance, cannot be compensated as per the paragraph #198.5 of Tax Code of Ukraine. According to the Tax Code paragraph #198.5, goods and services supply operations, exempted from VAT based on the Tax Code paragraph #197.11, the rules for calculating tax liabilities do not apply.

Using the materials bought with VAT, there is no need to compensate the credit against VAT, as well as no need to accrue tax liabilities.

Considering all mentioned above, you are kindly asked to submit your tender applications / invoices for payment without VAT, referring to the Ukrainian legislation provisions, stated in the mentioned regulatory acts.

Should you have any additional questions, please contact the offices of the State Fiscal Service of Ukraine at the place of your enterprise registration for additional clarifications of Article 52 of the Tax Code of Ukraine.

**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 **30 (thirty)** calendar days from PO/Contact signature date) |  |  |  |
| Compliance with technical requirements |  |  |  |
| Delivery terms:  **DDP, Shchastia Secondary School of I-III Grades №1 named after Konstantin Kutovyi of Novoaydar Rayon Council of Luhansk oblast**  **Ukraine, Luhansk oblast, Novoaydar rayon, Shchastia, Donetska st., 83**  **DDP, Krasnorichenske Secondary school of I - III degrees of Krasnorichenske village council of Luhansk oblast**  **92913 Ukraine, Luhansk oblast, Kreminsky district, Krasnorichenske village, Verstatobudivnykiv quarter, 5**  **DDP, Valerianivka Secondary school of I - III degrees of Volnovakha rayon council of Donetsk oblast**  **Ukraine, Donetsk oblast, Volnovakha rayon, Valerianivka village, Central street, 34а** |  |  |  |
| Products meet the required quality standards. |  |  |  |
| The warranty period for all equipment must be not less than 12 (twelve) months. |  |  |  |
| Availability of warranty service in Ukraine |  |  |  |
| 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)