(This should be written in the Letterhead of the Bidder)

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 services required as per RFQ).

We hereby declare that:

We are currently not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List

We remain,

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]