



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: 17984 2020 -Tools Power Tools for Panama	Date: 18 November 2020
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer (LOT 1, LOT 2)

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

UNDP - RBLAC

Procurement Unit

Date: November 18, 2020

SECTION 2: RFQ INSTRUCTIONS AND DATA







Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>Quotations may be submitted on or before November 27, 2020 no later than 10.00am GTM-5 Hour of the Republic of Panama</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> E-tendering</p> <p>[For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information]</p> <ul style="list-style-type: none"> Business Unit: R4610 and Event ID: 0000007886 <p>Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering 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/</p>
Cost of preparation of quotation	<p>UNDP shall not 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.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier 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. Bidders</p>









	<p>shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p><input checked="" type="checkbox"/> Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by [30 days]</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative</p>
Currency of Quotation	<p>Quotations shall be quoted in USD</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p>








	<p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p>ENGLISH and/or SPANISH</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Company Profile.</p> <p><input checked="" type="checkbox"/> Registration certificate;</p> <p><input checked="" type="checkbox"/> List and value of projects performed for the last 3 years plus client's contact details who may be contacted for further information on those contracts;</p> <p><input checked="" type="checkbox"/> List and value of ongoing Projects with UNDP and other national/multi-national organization with contact details of clients and current completion ratio of each ongoing project;</p> <p><input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 3 clients in terms of Contract value in similar field;</p> <p><input checked="" type="checkbox"/> Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder</p> <p><input checked="" type="checkbox"/> Quality Certificates for the proposed items conforming to one of the standards indicated on the specifications.</p> <p><input checked="" type="checkbox"/> Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidences of the Bidder's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures</p> <p><input checked="" type="checkbox"/> <u>Certification or authorization to act as Agent on behalf of the Manufacturer, or Power of Attorney, if bidder is not a manufacturer.</u> The requested certificate shall be dated longest two months or later, before the deadline for submission of bids in response to this RFQ</p> <p><input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;</p> <p><input checked="" type="checkbox"/> Catalogue / technical specification of the products and equipment offered documenting compliance with the specifications / requirements / minimum criteria / quality standard certificates, established for each of the items. Please also include pictures of each item.</p> <p><input checked="" type="checkbox"/> Complete documentation, information and declaration of any goods classified or may be classified as "Dangerous Goods".</p> <p><input checked="" type="checkbox"/> Internal Revenue Certificate for the last 2 years</p>
Quotation validity period	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>








Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<input checked="" type="checkbox"/> Permitted Per LOT
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. <input checked="" type="checkbox"/> Other Click or tap here to enter text.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements
Contact Person for correspondence, notifications and clarifications	E-mail address procurement.rblac.regionalhub@undp.org Attention: Quotations shall not be submitted to this address but thru the e-tendering portal. 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.
Clarifications	Requests for clarification from bidders will not be accepted any later than 3 days before the submission deadline. Responses to request for clarification will be communicated to all bidders. Click or tap to enter a date.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer Per LOT.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP-RBLAC 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.
Type of Contract to be awarded	<input checked="" type="checkbox"/> Purchase Order
Expected date for contract award.	14 December 2020
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: SCHEDULE OF REQUIREMENTS







LOT 1: Hand Tools				
NR	ITEM TYPE	ITEM DESCRIPTION	REFERENCE PICTURE	Quantity
1	Long /surveyor's tape	Minimum 100 ft / 30 m ISO 2848 blade long, 3/4" blade width; Measurement scale in Metric, SAE, decimal foot Materials: ABS case, stainless steel crank arm, fiberglass blade; with automatic blade retract and stopper		60
2	Measuring tape	26 ft / 8 m blade long, 1/2 to 3/4" blade width; Measurement scale in Metric, SAE, decimal foot Materials: Metal/ABS case, fiberglass blade; with automatic blade retract and stopper		60
3	Levels	3 vials magnetic I-Beam type; Materials: high impact ABS		60
4	String	Minimum 500 ft with reel; Materials: nylon		60
5	Pinch point / digging bar, 60"	Heavy duty design; Materials: drop forged steel with enamel finishes		60
6	Long straight alignment pry bar, 30"	7/8" diameter; Materials: forged high carbon steel, enamel finishes		60






7	Wrecking / pry / crowbar, 42"	Materials: forged high carbon steel, enamel finishes		60
8	Wrecking / pry / crowbar, 24"	Materials: forged high carbon steel, enamel finishes		30
9	Flat bar, half round 15"	Materials: forged high carbon steel, enamel finishes		60
10	Nail puller / claw	double ended; Materials: forged, heat treated, tempered steel, enamel finishes		60
11	Cold chisel	kit of minimum 3 pieces: 5/16", 5/8", and 3/4" cut sizes; Materials: forged, heat treated, tempered steel, enamel finishes		60
12	Hammer, claw	20 oz / 0.6 kg weight; 1-piece forged steel head and handle; fiberglass-jacketed handle with ribbed grip (ISO 15601:2000)		30
13	Hammer, blacksmith	64 oz / 1.8 kg weight; Materials: forged, heat treated, tempered steel head; fiberglass-jacketed handle with ribbed grip (ISO 15601:2000)		60
14	Hammer, sledge	12 lbs / 5.5 kg weight; Materials: forged, heat treated, tempered steel head; fiberglass-jacketed handle with ribbed grip (ISO 15601:2000)		30








15	Concrete mesh cutter, 24"	Materials: Blades - chrome vanadium steel, forged, Handle - steel tube with comfort grip; Cutting-edge hardness up to 48 HRC		30
16	Wheelbarrow	Materials: Tray - heavy-duty steel, Handle - steel tubes with comfort grip; Load capacity: 6 cu. ft. Dimensions: approx. 25 in. W x 58 in. D x 27 in. H (BS 1786:1951)		30
17	Hacksaw	Approx. 10" standard, adjustable blade w/ wingnut; Materials: heavy-duty steel bar frame;(ISO 2336-2:2006)		60
18	Shovel, digging, round point	approx. 26" length; with D-handle Materials: tempered steel blade, hardwood handle (ISO 5680:1979 Equipment for working soil — Tines and shovels for cultivators — Main fixing dimensions)		30
19	Shovel, trenching spade	approx. 46" length; Materials: tempered steel blade, hardwood handle (ISO 5680:1979 Equipment for working soil — Tines and shovels for cultivators — Main fixing dimensions)		60
20	Shovel, square point	approx. 26" length; with D-handle Materials: tempered steel blade, hardwood handle (ISO 5680:1979 Equipment for working soil — Tines and shovels for cultivators — Main fixing dimensions)		30
21	Hoe	Blade / head dimension approx. 8"x8.5"; length approx. 40" Materials: tempered steel head(ISO 5680:1979 Equipment for working soil — Tines and shovels for cultivators — Main fixing dimensions)		60



22	Mutt	Blade / head dimension approx. 8"x4", length approx. 64"		60
23	Pick	Approx. weight 6 lbs / 2.7 kg; approx. length with handle 36" Materials: tempered steel blade/tip, enamel coated, hardwood handle(ISO 5680:1979 Equipment for working soil — Tines and shovels for cultivators — Main fixing dimensions)		60
24	Mattock	Approx. weight 6 lbs / 2.7 kg; approx. length with handle 36" Materials: tempered steel blade/tip, enamel coated, hardwood handle (ISO 5680:1979 Equipment for working soil — Tines and shovels for cultivators — Main fixing dimensions)		60
25	Rake	15-16 tine; approx 60" length (ISO 4875-1) Materials: tempered steel head, hardwood handle;		30
26	Machete	Approx. 18"-22" length; Materials: Blade - Carbon spring steel blade, Handle - wooden/plastic; (ISO 4875-1)		30
27	Axe, single tip	Approx. 38" length, 3.5 lbs / 1.6 kg weight; Materials: drop-forged, heat treated steel head, hardwood handle (ISO 3166-2)		30
28	Hatchet, single tip	Approx. 12" length, 1.5 lbs / 0.7 kg weight; Materials: drop-forged, heat treated steel head, hardwood handle		60

29	Utility knife / cutter	with retractable blades; Dimension: approx. 6" length (ISO 8442-5:2004)		60
30	Bucket	Materials: plastic-rubber; Cap. 5L		200
31	Trowel, mason's / bricklayer's	Approx. blade size 10"x4-3/4"; Materials: steel blade, wooden/plastic handle (ISO 13105-2:2014)		60
32	Trowel, gauging	Approx. blade size 10"x4-3/4"; Materials: steel blade, wooden/plastic handle		60
33	Trowel, margin	Approx. blade size 8"x2"; Materials: steel blade, wooden/plastic handle		60
34	Trowel, pool	Approx. blade size 16"x4"; Materials: steel blade, wooden/plastic handle (ISO 13105-2:2014)		60
35	Trowel, concrete finishing	Approx. blade size 16"x4"; Materials: steel blade, wooden/plastic handle (ISO 13105-2:2014)		60
36	Rebar cutter and bender	Approx. 52" length; Materials: hardened steel alloy; cuts and bends to 90 and 180 degrees; max. cap. 5/8", hardness 60 (ISO 13105-2:2014)		60





37	Handsaw, crosscut	approx. 24" length x 9 tooth per inch; Hardened and tempered polished steel blade, wooden/plastic handle (ISO 13105-2:2014)		60
38	Hand/manual drill	keyless chuck for up to 1/4" bits; Materials: Metal and wood construction; package including drill bits (ISO 11148-5:2011 Hand-held non-electric power tools — Safety requirements)		60
39	Wood chisel	with grip; Materials: Hardened, tempered high-chrome carbon alloy steel blade; minimum set of 6, tip sizes 1/4", 1/2", 3/4", 1", 1-1/4", 1-1/2".(ISO 2729:1995 'Woodworking tools— Chisels and gouges') (ISO 2729:1995 Woodworking tools — Chisels and gouges)		60
40	Wooden plane, block	Approx. up to 6" length, with 1-3/8" blade width; Materials: hardwood		60
41	Wooden plane, smoothing	Approx. up to 11" length, with 2" blade width; Materials: hardwood (ISO 2730:1973(en) Woodworking tools — Wooden bodied planes)		60
42	Screwdriver set	6-piece set, 1/8", 3/16", 1/4" slotted head, #0, #1, #2 philips head; Materials: chrome-vanadium steel (ISO 2351:1986 Screwdriver bits for slotted head screws, with male hexagon drive)		60
43	Plier, lineman	Approx. 8" length; insulated, slip resistant handle; Materials: drop forged chrome-vanadium steel; Meets ANSI specifications (ISO 5746:2004 Pliers and nippers — Engineer's and		60








		"Lineman's" pliers — Dimensions and test values)		
44	Plier, long-nose	Approx. 8" length; insulated, slip resistant handle; Materials: drop forged chrome-vanadium steel; Meets ANSI specifications (NF ISO 9655)		60
45	Plier, diagonal/side cutting	Approx. 8" length; insulated, slip resistant handle; Materials: drop forged chrome-vanadium steel; Meets ANSI specifications (ISO 5747)		60
46	Plier, slip joint	Approx. 8" length; insulated, slip resistant handle; Materials: drop forged chrome-vanadium steel; Meets ANSI specifications (ISO 8976,)		60
47	Plier, groove joint	Approx. 12" length; insulated, slip resistant handle; Materials: drop forged chrome-vanadium steel; Meets ANSI specifications (ISO 1456:20090)		180
48	Wire Cutter and Stripper	Approx. 7"length; insulated, slip resistant handle; Jacket/wire cap: 10-18 AWG Solid and 12-20 AWG Stranded (ISO 9001:2008 & AS 9100:2004 certified manufacturer& designer of wire stripping tools including handheld pneumatic wire strippers or splicers.)		60

49	Voltage tester/detector	with led indicator; detection 50 - 1000 V AC 50-60Hz; Materials: heavy-duty polycarbonate plastic resins; Class B FCC rules; Dimension: approx. length 5"		60
50	Adjustable wrench, set	6"and 10"length; slip resistant handle; Materials: drop-forged chrome vanadium steel(ISO 6787:2001 Assembly tools for screws and nuts — Adjustable wrenches)		60
51	Wrench, ratchet SAE sockets, set	minimum set of 13 SAE socket (inch): 1/4, 5/16, 3/8, 7/16, 1/2, 9/16, 5/8, 11/16, 3/4, 13/16, 7/8, 15/16, and 1 in.; Materials: drop forged chrome-vanadium steel; Package including storage rack/bag/box (25.140.30)		60
52	Wrench, ratchet Metric sockets, set	minimum set of 15 Metric socket (mm): 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22 Materials: drop forged chrome-vanadium steel; Package including storage rack/bag/box (25.140.30)		60
53	Wrench, deep socket, set	minimum set of 3/8, 1/4, and 1/2 in. drives, with flex handles and extensions; minimum 30 combination of SAE and Metric sockets; Materials: drop forged chrome-vanadium steel; Package including storage rack/bag/box (25.140.30)		60
54	Wrench, pipe	Approx. 24" length; Materials: steel jaw, iron-cast handle Wrench, (25.140.30)		60
55	Plier, self-adjusting pipe clamping	Approx. 10"length; Materials: steel alloy (25.140.30)		60

56	Hacksaw, mini, for PVC	Approx. 6" frame and blades; Materials: steel alloy frame, carbon steel blade		60
57	PVC and Tube Cutter	Materials: heavy duty aluminium; Cutting capacity up to 1-1/4"PVC, CPVC, PEX, PE, PB and rubber hose (ISO 16149:2006)		180

LOT 2: Power Tools and Support Equipment

NR	ITEM TYPE	ITEM DESCRIPTION	REFERENCE PICTURE	Quantity
1	Chainsaw	Displacement (cc): 50 - 70 Engine power min. 3.0 kW Approx. powerhead weight (Kg): 5 standards, EN381-1, (ISO 11681-2:2011 Machinery for forestry — Portable chain-saw safety requirements and testing)		25
2	Breaker hammer, electro-mechanic	with 1-1/8" chuck; Corded, rating 120-240 V, motor amperage 15A; Impact energy 30 - 50 ft.-lbs; Weight 40 - 70 lbs; Package to include Chisel set for concrete and reinforced concrete (ISO 28927-10:2011 Hand-held portable power tools — Test methods for evaluation of vibration emission)		30
3	Demolition hammer, electro-mechanic	with 3/4"chuck; Corded, rating 120-240 V, motor amperage 12A; Impact energy 5 - 10 ft.-lbs; Weight 12 - 20 lbs; Package to include Hammer chisel and bit set for concrete and reinforced concrete (ISO 28927-10:2011 Hand-held portable power tools — Test methods for evaluation of vibration emission)		30
4	Hammer drill	with 1/2" 3-jaw chuck; Cordless, 36V Lithium-ion battery; torque 600 in.-lbs; Weight 4 - 6 lbs; Package to include hammer drill bit set for wood/metal, brick/block, and concrete (ISO 28927-10:2011 Hand-held portable power tools — Test methods for evaluation of vibration emission)		30

5	Circular saw	Blade diameter 6-1/2" Cordless, 36V Lithium-ion battery No Load RPM 4,000 Package to include standard 6-1/2" blade (ISO 2935:1974 Circular saw blades for woodworking — Dimensions)		30
6	Demolition Reciprocating saw	Stroke length 1-1/4" Corded, rating 120-240 V, motor amperage 15A; No Load RPM 2,900 Package to include standard 1-1/4" blade (ISO 11148-12:2012 Hand-held non-electric power tools — Safety requirements)		30
7	Planner	Blade width 3-1/4" Corded, rating 120-240 V, motor amperage 6A; No Load RPM 15,000 Package to include standard 3-1/4" blade		30
8	Angle grinder	Wheel size 5", Spindle Thread 5/8"-11" Amperage 9 A, No Load RPM 11,000 Package to include standard grinding wheel		30
9	Puller Hoist	Manual winch, with chaine; Lifting distance > 1.5m; Load > 750kg		30
11	Work lighting	Halogen bulb 500W Metal frame		25
12	Woodchipper	130-200mm for small branches, 400mm for bigger diameters. CE certified, ISO 3767, 3-year warranty		60

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the goods within 30 days after issuance of the PO.
Delivery Terms (INCOTERMS 2020)	DAP
Customs clearance (must be linked to INCOTERM)	Shall be done by: <input checked="" type="checkbox"/> Supplier/bidder
Exact Address(es) of Delivery Location(s)	UNHRD Aeropuerto Internacional Pacifico Edif 237 Hangar 1, Panama, República de Panamá
Distribution of shipping documents (if using freight forwarder)	N/A
Packing Requirements	To ensure the goods are delivered safely
Training on Operations and Maintenance	N/A
Warranty Period	Minimum of 1 year
After-sales service and local service support requirements	Others contractor should ensure to the availability of spare parts if any are being repair within the warranty period
Preferred Mode of Transport	Other as proposed by bidder

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	17984 2020 -Tools Power Tools for Panama	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade	<input type="checkbox"/> Yes <input type="checkbox"/> No

institutions promoting such issues (If yes, provide a Copy)				
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: 3 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER

Bidders are requested to complete this form for each LOT, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	17984 2020 -Tools Power Tools for Panama	Date: Click or tap to enter a date.

Currency of the Quotation: Click or tap here to enter text.					
INCOTERMS: Click or tap here to enter text.					
Item No	Description	UOM	Qty	Unit price	Total price
1.	Click or tap here to enter text.				
2.	Click or tap here to enter text.				
3.	Click or tap here to enter text.				
4.	Click or tap here to enter text.				
5.	Click or tap here to enter text.				
FCA CHARGES, if any					
TOTAL FCA Price					
Delivery time (Please state the offered delivery time (FCA)					

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements [pls. specify]	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment Per LOT:	Click or tap here to enter text.
Country/ies of Origin: <i>(if export licence required this must be submitted if awarded the contract)</i>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
<i>Exact name and address of company</i> Company NameClick or tap here to enter text. Address: Click or tap here to enter text. Click or tap here to enter text. Phone No.:Click or tap here to enter text. Email Address:Click or tap here to enter text.	Authorized Signature: Date:Click or tap here to enter text. Name:Click or tap here to enter text. Functional Title of Authorised Signatory:Click or tap here to enter text. Email Address: Click or tap here to enter text.