



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: EU-UN Joint Programme on Improving Vocational Education in Abkhazia CODE: REH/CLN/AMIC/002/21/EU	Date: 02 April 2021
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the rehabilitation works of the classroom and toilet at Abkhaz Multi - Industrial College as detailed in Annex 1 of this RFQ.

A pre -proposal conference and site visit for the interested bidders will be held on:

Date: Friday 09, April 2021

Time: 11:00 AM

Venue: Abkhaz Multi-Industrial College. Sukhum/i town, Eshba St. 164

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

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:

Signature:

Name: Rafis Abazov

Title: VET Project Manager

Date: 02 April 2021

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>Friday 16 April 2021, 12:00 p.m. GMT+3</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>
Method of Submission	<p>Quotations must be submitted as follows: Courier / Hand delivery</p> <p>Bid submission address: Pr. Mira 21, Sukhum/i, Abkhazia</p> <p>The sealed envelope must be clearly marked with the title of the Tender and respective name (Rehabilitation works of the classroom and toilet at Abkhaz Multi-Industrial College)</p> <p>Contact person: Inna Abgadzava. VET Project Assistant</p> <p>E-mail address: inna.abgadzava@undp.org</p> <p>It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline in sealed envelopes. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.</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_andinvestigation.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 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> <ul style="list-style-type: none"> ✓ General Terms and Conditions for Works <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<ul style="list-style-type: none"> ✓ Cancellation of PO/Contract if the completion of works is delayed by [30 days] ✓ For quality assurance purposes, 5% of total contract value will be retained by UNDP. The payment will be made to the contractor within 14 days after completion of the civil works contract.
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. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> 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 b) they have the same legal representative for purposes of this RFQ; or 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; 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 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.
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</p>

	<p>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: All prices must:</p> <ul style="list-style-type: none"> ✓ be exclusive of VAT and other applicable indirect taxes
Language of quotation	<p>English language Including documentation including catalogues, instructions and operating manuals.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"> ✓ Annex 2: Quotation Submission Form duly completed and signed ✓ Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 ✓ Company Profile; ✓ Registration certificate; ✓ 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; ✓ 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; ✓ Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of Contract value in similar field; ✓ Completed and signed CVs for the Civil Engineer; ✓ Licence for construction work; ✓ Tax Clearance (Tax Department reference on no debt towards the budget); ✓ Progress Schedule; ✓ Bank details (Bank title, code, account number). <p>Quality certificates for the main materials and devices to be used:</p> <ul style="list-style-type: none"> ✓ Certificate for the plywood; ✓ Certificate for the laminate; ✓ Certificate for the tiles (floor, walls) ✓ Certificate for the primer, putty; ✓ Certificate for the stretch ceiling; ✓ Certificate for the drywall; ✓ Certificate for the water based paints; ✓ Certificate for the water PP/sewage pipes; ✓ Certificate for the air conditioner #18; ✓ Certificate for iron (iron made materials); ✓ Certificate for the metal-plastic windows; ✓ Certificate for the washbasin, toilets bowls, urine, hand dryer; ✓ Certificate for the electrical distribution box; ✓ Certificate for non-combustible VVG cable; ✓ Certificate for the sockets, switches; ✓ Certificate of quality for LED fixtures, lamps; ✓ Warranty Letter for the air conditioner #18, windows, washbasin, toilets bowls, urine, hand dryer is 1-year minimum.
Quotation validity period	<p>Quotations shall remain valid for 60 days from the deadline for the Submission of Quotation.</p>
Price variation	<p>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.</p>
Partial Quotes	<ul style="list-style-type: none"> ✓ Not permitted
Alternative Quotes	<ul style="list-style-type: none"> ✓ Not permitted
Payment Terms	<ul style="list-style-type: none"> ✓ 100% within 30 days after receipt of works per stages and submission of payment documentation ✓ Payment will be linked to every stage of works envisaged in the contract and schedule of the works. UNDP shall effect payment of the invoices after receipt of the certificate of payment issued by the Engineer, approving the amount contained in the invoice. The Engineer may make corrections to that amount, in which case UNDP may effect payment for the amount so corrected. Payment will be made in USD.

Conditions for Release of Payment	✓ Written Acceptance of Works, based on full compliance with RFQ requirements
Contact Person for correspondence, notifications and clarifications	E-mail address: inna.abgadzghava@undp.org Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. 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 via e-mail by 13 April 2021
Evaluation method	✓ The Contract for Work will be awarded to the lowest price substantially compliant offer.
Evaluation criteria	<ul style="list-style-type: none"> ✓ Full compliance with all requirements as specified in Annex 1 ✓ Full acceptance of the General Conditions of Contract ✓ Works shall be completed not later than 120 days
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 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	✓ Contract for Works
Expected date for contract award.	03 May 2021
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

Rehabilitation works of the classroom and toilet at Abkhaz Multi-Industrial College

Background

Within the framework of EU-UN Joint Programme on Improving Vocational Education in Abkhazia VET Project is going to rehabilitate one (1) classroom and toilet at Abkhaz Multi-Industrial College. The proposed rehabilitation work is a part of ongoing activity of (Output 2. Act.2.4.). The overall objective is to improve access to quality of vocational education and trainings in the colleges of Abkhazia. The technical conditions of the college classrooms, sanitary and hygiene are very poor and do not respond to the minimum technical requirements. The comprehensive institutional assessment of the vocational education made by an independent international expert has revealed the concrete technical needs of the college's among which is Abkhaz Multi-Industrial College. VET Project will provide rehabilitation of the one (1) classroom and toilet for the VET students and teachers.

Statement of Works:

UNDP wishes to draw quotations from qualified contractors with experience on construction /rehabilitation (inside, outside) works. The works required is the renovation of the 1 classroom and toilet. The total area of the renovation works is 63 m². The classroom and toilet located on the second floor along the corridor shall be fully renovated, including new flooring, walls, ceilings, electricity, water and sewage pipelines, plumbing windows and doors. Extensive repair works shall take place on the wall in order to chisel of the damaged and humid plastering replacing it with new rough cast and smooth layers with the use of appropriate plastic mesh.

1. General Standards and Codes:

- ✓ Company who will be implement renovation project need to ensure all standards of safety of the personnel as per the international guidelines. Clothing (helmets, gloves, boots, safety glasses etc.) and protection measures for the personnel shall be strictly followed and be in accordance with ISO or other standardization organization in the CIS (i.e. GOST) and the approved by the project engineer;
- ✓ All debris shall be properly collected and piled in a proper area in the construction site until the final disposal;
- ✓ The quality of the materials shall be in conformity with the CIS standards (GOST), in conjunction with ISO or international standards and approved by the project engineer;
- ✓ Equipment or any other materials/products to be used in the renovation works need to have relevant warranty – as per RFQ warranty requirements;
- ✓ Technical specifications given are in accordance with the International and technical standards (University press, engineering institutions/chambers etc.). It should be noted that local market conditions were taken in consideration. The contractor shall strictly follow the above-mentioned technical specifications.

The Bidder shall furnish the following certificates and warranties:

- ✓ Certificate for the plywood;
- ✓ Certificate for the laminate;
- ✓ Certificate for the tiles (floor, walls)
- ✓ Certificate for the primer, putty;
- ✓ Certificate for the stretch ceiling;
- ✓ Certificate for the drywall;
- ✓ Certificate for the water based paints;
- ✓ Certificate for the water PP/sewage pipes;
- ✓ Certificate for the air conditioner #18;
- ✓ Certificate for iron (iron made materials);

- ✓ Certificate for the metal-plastic windows;
 - ✓ Certificate for the washbasin, toilets bowls, urine, hand dryer;
 - ✓ Certificate for the electrical distribution box;
 - ✓ Certificate for non-combustible VVG cable;
 - ✓ Certificate for the sockets, switches;
 - ✓ Certificate of quality for LED fixtures, lamps;
- Warranty Letter for the air conditioner #18, windows, washbasin, toilets bowls, urine, hand dryer is 1-year minimum.

Demolition:

Existing materials to be removed shall be properly collected and segregated in a designated area in the construction site. Materials removed during demolition process and are deemed reusable shall returned to the school administration. The remaining materials, which are useless, shall be properly disposed of to a designated landfill.

Masonry

Plastering interior walls, cement (ordinary portland) mortar 1:3 (or 1:1:6 cement-lime) rough cast with soft river sand first layer <1cm. The final layer will be cement-lime mortar 1:05:5.5 (2cm) with the use of sharp river sand laid or alternatively it can be used special water-based gypsum mortar for smooth finish as putty using a trowel and smoothened. With the use of scaffolding and prior preparation and cleaning of the surface.

Metal works

Metal doors shall be factory assembled, complete with all hardware. Supply and installation of external doors made of metal. The doors shall be painted with oil/Alkyd color and shall include all necessary fittings. In case of two-pane doors with width below 1.60m, one pane shall be fixed (1/3 of the width) and the other movable (2/3 of the width). Dimensions as per the drawings.

Finishing works (flooring-ceiling works, tiling works, painting):

Tiles

Install unglazed anti-slip ceramic/granite floor tiles, size 8x600x600 mm. Tiles area laid in a layer of special glue mortar cement based over the finished cement layer/screed or the existing floor. Grouting of the seams in a workmanship manner. Seams<2mm. Plastic "crosses" 2mm (guides) shall be used for orthogonal instalment of the tile. Skirting profile of tiles same color as the floor tiles.

Painting

Painting of interior walls with water paint for internal surfaces 2-3 coats. Including proper treatment of the surface (filling in cracks with filler/stucco, removing old paint) and one coat of primer. Painting of interior walls with Alkyd/oil based paint up to 1.80 m. Including 1 coat of primer and proper treatment of the surface. Installation of the ceilings out of drywall 9mm on the basic of the metallic carcass. Ceilings to be painted with water-based paint for internal surfaces 2 -3 coats. Including proper treatment of the surface. Painting of exterior walls (façade) with water paint. Special emulsion for external surfaces. Color of paint as per the attached drawings. The wooden partitions specified in the BoQ shall be thoroughly constructed either manufactured as per the sizes indicated in the sketches and technical schemes. Color as per attached drawings.

Electrical Installations

The power box ЯРП-250 (circuit breaker BP32, fuses PN2, PPN), IP32, IP54 is used in order to disconnect and switch the three-phase power lines and protect against short circuits current. ЯРП-250 is a welded metal structure. Inside the case there is a mounting plate on which all wires and circuit breakers are fixed. Earthling type TN-S, TN-C-S is used. All electrical wiring must be laid into a protective PVC corrugation and laid under the plaster, in a pre-prepared ditch in the wall. The diameter of the protective corrugation is 16-20 mm. For external installation, for fixing the corrugation for cables and wires, use special plastic clips that are selected for the outer diameter of the pipe. Fix the clips in 20-30 cm each on the screws or dowels - depending on the type of wall. The corrugation for the cable is put into the installed clips, and the board is pressed. When mounting in a ditch, it has to be fixed with plastic ties or dowel-ties. When route developing the following recommendations should be considered. It is assumed that the route should be without sharp turns so that, if necessary, a new piece of cable can be laid.

To install the socket mechanisms, switches and other wiring elements in the wall when laying hidden electrical wiring, use a mounting box, i.e. a socket box. GOST 8594-80 boxes for installation of switches and sockets with hidden electrical wiring. To connect various devices to the electricity grid, install internal ones for a hidden outlet. All sockets must be rated for 220 V and 16A, and comply with GOST 30851.2.2-2002

Single and double switches to be installed to turn on and off the lighting (chandeliers, shades). Characteristics - voltage (rated): 250 V; current (rated): 6 A; wire cross section: 1.5 mm; protection level: IP20 – IP44. GOST R 51324.1-2012 (IEC 60669-1: 2007) Switches for household and similar stationary electrical installations.

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:	Rehabilitation works of the classroom and toilet at Abkhaz Multi –Industrial College CODE: REH/CLN/AMIC/002/21/EU	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 institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
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 orienteering 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.
<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.

Yes	No	
<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:

ANNEX 3: TECHNICAL AND FINANCIAL OFFER – WORKS

Bidders are requested to complete this form, sign it and return it as part of their quotation 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:	Rehabilitation works of the classroom and toilet at Abkhaz Multi –Industrial College CODE: REH/CLN/AMIC/002/21/EU	Date:

Technical Offer

Provide the following:

- *a brief description of your qualification and capacity that is relevant to the Scope of Works;*
- *Progress Schedule;*
- *CVs of Civil Engineer*

Financial Offer

	DESCRIPTION OF WORKS	UNIT	QTY	Unit price wage (usd)	Total price wage (usd)	Unit price mat-s (usd)	Total price mat-s (usd)	TOTAL (usd)
I	DISMANTLING WORKS							
1	Dismantling of floor skirting boards (CI, WC)	r/m	66,20					
2	Dismantling of wooden floor along logs (CI)	m ²	49,3					
3	Dismantling of old floor tiles (WC)	m ²	18,7					
4	Dismantling of wooden window sills (CI)	r/m	6,30					
5	Dismantling of 3-leaf wooden window openings without saving (CI)	pcs	3,00					
6	Dismantling of 2-leaf wooden window openings without saving (WC)	pcs	2,00					
7	Dismantling of door blocks (without saving) (CI, WC)	pcs	7,00					
8	Dismantling of old heating radiators (CI)	pcs	3,00					
9	Dismantling of old lighting devices (CI, WC)	pcs	13,00					
10	Dismantling of the old water supply system in WC	m	16,00					
11	Dismantling of old toilet bowls and washbasin in WC	pcs	4,00					
12	Removing old plaster and wall tiles from walls and slopes (CI,WC)	m ²	195,00					
13	Removing old putty from ceiling	m ²	86,70					

14	Cleaning and loading garbage into a container including its removal to the landfill	m ³	28,00					
II	FLOOR							
1	Installation of flooring with the use of insulating material on a wooden floor (PVC backing) CI	m ²	43,90					
2	Laying 8mm thick plywood on existing wooden floor, dimensions- 1.5x1.5mm CL	m ²	43,90					
3	Installation of moisture resistant laminate, 12 mm in room #33(Color and size to be agreed with UNDP) CI	m ²	43,90					
4	Installation of PVC floor skirting boards on the floor, size- 50 mm CL	r/m	28,80					
5	Installation of waterproofing made of polyethylene film 200 mkr. WC	m ²	18,70					
6	Reinforcement of the floor with a 5mm thick metal mesh with a cell of 100x100mm on a 3cm stand. WC	m ²	18,70					
7	Installation of a concrete floor screed 35-50 mm thick along the guides, M200 mortar WC	m ²	18,70					
8	Installation of floor tiles on the floor using tile adhesive (color, quality and size to be agreed with UNDP) with UNDP) SU	m ²	18,70					
9	Grouting floor tiles, WC	m ²	18,70					
10	Installation of PVC floor skirting boards on a floor, size- 50 mm WC	r/m	37,00					

III	FINISHING WORKS							
1	Priming of walls and slopes with concrete contact CI, WC	m ²	200,00					
2	Reinforcement of walls and slopes with a plaster mesh with a cell of 20x20 mm (without one classroom wall) CL, WC	m ²	174,00					
3	Plastering of walls and slopes on installed guiding beams 3.5 cm thick (without one classroom wall) CI, WC	m ²	174,00					
4	Installation of a 9 mm gypsum plasterboard suspended ceiling on a metal frame, WC	m ²	18,70					
5	Installation of 9 mm gipsum plasterboard on the wall using tile adhesive for beacons, CI	m ²	26,00					
6	Coating walls, slopes and ceiling (only in WC) with deep penetration primer CL, WC	m ²	218,00					
7	Coating walls and slopes with rough and finishing putty, including preparation for further painting CL, WC	m ²	145,70					
8	Installation of wall tiles on walls (color and size to be agreed with UNDP) to a height of 1800 mm WC	m ²	73,00					
9	Grouting wall tiles	m ²	73,00					
10	Covering walls, slopes, ceiling (only WC) water based paint in 2 layers, including tinting (color to be agreed with UNDP) CI, WC	m ²	213,70					

11	Installation of a suspended ceiling with holes for LED lamps, size- 600x600 mm, CL	m ²	49,30					
12	Installation of ceiling plinths, size- 50 mm CL, WC	r/m	66,00					
13	Purchasing and installation of air conditioner No. 18	pcs	1,00					
14	Cleaning of premises after work	m ²	68,00					
IV	WINDOWS,DOORS,BARS							
1	Installation of 3-leafed MPL window blocks with internal and external window sills, size- 2.1x1.85 mm., 3 pcs (double-glazed window) (color to be agreed with UNDP). Opening- direct, folding, CI	pcs	3,00					
2	Installation of 2-leafed MPL window blocks with external and internal window sills, size - 1.2x1.8 mm -2 pcs (double-glazed window) (color to be agreed with UNDP). Opening - straight, folding. WC	pcs	2,00					
3	Installation of metal bars (external), dimensions- 2.1x1.85 mm -3 pcs, 1.2x1.8 mm -2 pcs including painting with powder paint CI, WC	m ²	16,00					
4	Installation of an entrance iron door 1.5x2.35mm (double door) with a lock and door closer into a finished door opening doors KL	pcs	1,00					

5	Installation of an entrance iron door 0.8x2.0mm (single door) with a lock into the finished door opening, WC	pcs	3,00					
6	Installation of internal wooden doors 0.8x2.0mm (single door) with a lock into the finished door opening, WC	pcs	3,00					
7	Installation of PVC door blocks -single, door leaf-sandwich. Color-white 0.8x1.6 m. WC	pcs	2,00					
8	Fabrication of a study desk 1200 × 500 × 760 mm, table on a flat pipe, chipboard table top	pcs	18,00					
9	Study chair 460 mm, flat tube frame, seat and back made of plywood	pcs	36,00					
10	Fabrication of a table for teachers 1400 x 600 x 750, oak color	pcs	1,00					
11	Fabric for teacher chair, black	pcs	1,00					
12	Fabrication of a cabinet with glass 770 x 375 *x1815, light sonoma oak color	pcs	1,00					
13	(Fabricating) a rolling table 412 x 450 x 566, light sonoma oak color	pcs	1,00					
14	(Fabricating) low wardrobe 770 x 375 x 790, light sonoma oak color	pcs	1,00					
15	Magnetic board 100 * 80cm	pcs	1,00					
16	Louvers	pcs	3,00					

V	SANITARY WORKS							
1	Gouging the wall surface for a PP water pipe D = 20 mm. WC	r/m	15,00					
2	Laying and fastening of water supply PP pipes on clips D = 20 mm.	r/m	15,00					
3	Laying and fixing the sewer HDPE pipes D = 110 mm with a slope of at least 3%, including its connection to the main line6 QC	r/m	5,00					
4	Laying and fixing the sewer HDPE pipes D = 50 mm with a slope of at least 3%, including its connection to the main line, WC	r/m	10,00					
5	Installation of washbasins made of artificial stone, including a set of drain outlet into the sewer. pipe D = 50 mm .SU (dimensions to be agreed with UNDP)	pcs	3,00					
6	Installation of toilets with a drain outlet to the sewer pipe D = 100 mm.	pcs	4,00					
7	Installation of pissoirs with a drain outlet to the sewer pipe D = 50 mm.	pcs	2,00					
8	Installation of partitions between pissoirs on a metal frame, size- 600x1050 mm (material of partitions to be agreed with UNDP)	pcs	3,00					
9	Installation of a pallet, dim. 800x800 mm in a technical room including the drain outlet pipe D = 50 mm.	pcs	1,00					

10	Installation of a casing made of plasterboard on a metal frame, dimensions 200x200 mm, with technological holes 200x300mm, WC	m	3,00					
11	Purchasing and installing of mirrors	pcs	3,00					
12	Case for household chemicals 1.80x 90 made of metal-plastic in white, (to the teacher's WC)	pcs	1,00					
13	Stainless steel paper holder	pcs	4,00					
14	5 l stainless steel waste bin	pcs	4,00					
15	Stainless steel liquid soap dispenser 1000ml	pcs	5,00					
16	Hand dryer made of metal-plastic, power 2000, voltage 220	pcs	4,00					
17	A set for cleaning floors including a bucket and a mop	pcs	2,00					
VI	ELECTRICAL WORK							
1	Installation and connection of electrical box for 6 modules to the supply cable. CI	pcs	1,00					
2	Installation of a fireproof corrugation in a protective sheath for plastering in grooves, CI, WC	r/m	143,00					
3	Installation of a fireproof cable VVG 3x4.0 mm to distribution boxes. CL, WC	r/m	70,00					

4	Installation of a fireproof cable VVG 3x1.5 mm from the distribution boxes to the ceiling lightings, CL, WC	r/m	63,00					
5	Installation of a fireproof cable VVG 3x2.5 mm from distribution boxes to outlet groups, CI	r/m	30,00					
6	Installation of junction boxes for solid walls d80x40 .CI, WC	pcs	13,00					
7	Installation of wall-mounted boxes and 3 flush-mounted sockets with a grounding contact, CI	pcs	8,00					
8	Installation of switchboards and 1-key flush-mounted switches, WC	pcs	3,00					
9	Installation of 2-key flush mount switchboards and switches, CI	pcs	1,00					
10	Installation of 1P 16 A circuit breakers into the shield, CI	pcs	2,00					
11	Installation of 1P 25 A circuit breakers into the shield, CI	pcs	3,00					
12	Installation of LED ceiling lights 600x600x5 mm. CI	pcs	6,00					
13	Installation of LED ceiling lights 300x300x5 mm. WC	pcs	8,00					
14	Installation of 50 L electrical water heater in technical room, WC	pcs	1,00					
TOTAL BID								

Unforeseen costs (%)								
Cost of transportation (%)								
FINAL BID PRICE								

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time (120 days)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation (60 days)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms			
Compliance with indicated warranty conditions and certificates for the materials indicated in the RFQ	<input type="checkbox"/>	<input type="checkbox"/>	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 Name: Click 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.

PROGRESS SCHEDULE

Company Name: _____

№	Type of work	MONTH 1			MONTH 2			MONTH 3			MONTH 4		
		I	II	III	I	II	III	I	II	III	I	II	III
1													
2													
3													
4													
5													
6													
7													

Total number of days relevant to the project _____

Date:

Director:

