DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

Empowered lives.
Resilient nations.

REQUEST FOR QUOTATION (RFQ)

RFQ Reference: UNDP/AFG/RFQ/2020/ 0000009167, Supply and Delivery of IT Equipment and Spare parts	Date: 04 May 2021

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed 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

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: Shadi Hussein

Title: Head of Procurement Unit

Date: May 4, 2021

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	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 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. 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.
Deadline for the Submission of Quotation	As indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone. If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/. **PLEASE NOTE: -** Date and time visible on the main screen of event (on E-Tendering portal) will be final and prevail over any other closing time indicated elsewhere, in case they are different. Please also note that the bid closing time shown in the PDF file generated by the system is not accurate due to a technical glitch that we will resolve soon. The correct bid closing time is as indicated in the E-Tendering portal and system will not accept any bid after that time. It is the responsibility of the bidder to make sure bids are submitted within this deadline. UNDP will not accept any bid that is not submitted directly in the system.
Method of Submission	Quotations must be submitted as follows: ☒ E-tendering ▪ File Format: PDF, Excel, Word ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. [For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information] • UNDP/AFG/RFQ/2020/0000009167 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/
Cost of preparation of quotation	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.
Supplier Code of Conduct, Fraud, Corruption,	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 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_and_investigation.html#anti
Gifts and Hospitality	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

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

	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.
Conflict of Interest	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. 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. 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.
General Conditions of Contract	Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract Select the applicable GTC: ☒ General Terms and Conditions / Special Conditions for Contract. ☐ General Terms and Conditions for de minimis contracts (services only, less than $50,000) ☐ General Terms and Conditions for Works Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy
Special Conditions of Contract	☒ Cancellation of PO/Contract if the delivery/completion is delayed by [20 days] ☐ Others [pls. specify]
Eligibility	A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP. It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP. Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.
Currency of Quotation	Quotations shall be quoted in US$
Joint Venture, Consortium or Association	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. Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

Only one Bid	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: 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	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: All prices must: ☒ be inclusive of VAT and other applicable indirect taxes ☐ be exclusive of VAT and other applicable indirect taxes
Language of quotation	English Including documentation including catalogues, instructions and operating manuals.
Documents to be submitted	Bidders shall include the following documents in their quotation: ☒ 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; ☒ Copy of two (2) contracts for similar requirement (IT Equipment and Spare parts) in the last 5 years, including contract description, contract value, clients name and contact details with national or international organizations, with contract amounts of at-least $40,000 for similar requirements (IT equipment and spare parts) ☒ List and value of projects, for similar requirement (IT Equipment and Spare parts), performed for the last 5 years plus client's contact details who may be contacted for further information on those contracts; ☒ Manufacturer authorization letter for HPE and Cisco products (The bidder can be either an authorized distributor itself or get a manufacture authorization letter from one of HPE and Cisco's authorized distributors authorizing the bidder to quote for HPE and Cisco products specified in this tender); ☒ Statement of satisfactory Performance (Certificates) from the top 3 clients in terms of Contract value in similar field;
Quotation validity period	Quotations shall remain valid for 60 days from the deadline for the Submission of Quotation.
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	☒ Not permitted

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

Alternative Quotes	☒ Not permitted
Payment Terms	☒ 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.
Conditions for Release of Payment	☒ Passing Inspection [Sample check] ☒ Passing all Testing [Sample check] ☒ Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements ☒ Others [Submission of correct invoice by the contractor]
Contact Person for correspondence, notifications and clarifications	Focal Person: Procurement Officer E-mail address: procurement.af@undp.org Attention: Quotations shall not be submitted to this address but through Atlas System. 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 working days (Fridays and Saturdays are not working days) before the submission deadline. Responses to request for clarification will be communicated through addendum through Atlas before submission deadline
Evaluation method	☒The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer
Evaluation criteria	☒Full compliance with all requirements as specified in Annex 1 ☒Full acceptance of the General Conditions of Contract ☒full acceptance of warranty as specified in Annex 3 ☒ At least two similar contracts in the last 5 years, with contract amount of at-least $40,000 for similar requirements (IT Equipment and Spare parts) ☒ Compliance with delivery time, i.e. 8 weeks after issuance of the 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 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	☒ Purchase Order ☒ Contract Face Sheet (Goods and-or Services)
Expected date for contract award.	10 June 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.

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

ANNEX 1: SCHEDULE OF REQUIREMENTS

Technical Specifications for Goods:

ITEM No	DESCRIPTION OF GOODS AND/OR SERVICES	QTY	Unit of Measure
1	HPE ProLiant DL380 Gen9 8GB microSD Flash Memory Card **(Part No: 726116-B21)**	25	Module
2	HPE ProLiant DL380 Gen9 16GB (1x16GB) Single Rank x4 DDR4-2400 CAS-17-17-17 Registered Memory Kit **(Part No: 805349-B21)**	56	Module
3	HPE ProLiant DL380 Gen9 800GB SAS 12G Write Intensive SFF (2.5in) SC 3yr Wty Digitally Signed Firmware SSD **(Part No: 873355-B21)**	35	Disk
4	HPE ProLiant DL380 Gen9 Ethernet 10Gb 2-port 561FLR-T Adapter **(Part No: 700699-B21)**	4	Adapter
5	HPE ProLiant DL380 Gen9 800W Flex Slot Platinum Hot Plug Power Supply Kit **(Part No: 720479-B21)**	6	Kit
6	HPE ProLiant DL380 Gen9 Smart Array P440ar/2GB FBWC 12Gb 2-ports Int SAS Controller **(Part No: 726736-B21)**	4	Module
7	HPE ProLiant DL380 Gen9 High Performance Temperature Fan Kit **(Part No: 719079-B21)**	2	Kit
8	Catalyst 9200 24-port 8xmGig, 16x1G, PoE+, Network Essentials **(Part No: C9200-24PXG-E)**	4	Switch
9	Cisco Catalyst 9200 Series switch fan module **(Part No: C9200-FAN=)**	4	Module
10	Cisco Catalyst 9200 Series switch 600W AC Config 5 Power Supply - Secondary Power Supply **(Part No: PWR-C5-600WAC/2)**	4	Module
11	Cisco Cabinet jumper power cord, 250VAC 13A, C14-C15 connectors **(Part No: CAB-C15-CBN)**	15	Stripe
12	BlackBox GigaTrue 3 CAT6A 650-MHz 20ft Gray Color Stranded Ethernet Patch Cable - Shielded (U/FTP), CM PVC, Locking Snagless Boot **(Part No: C6APC80S-GY-20)**	50	Stripe
13	BlackBox Locking Pin - Green, 25-Pack **(Part No: LP40-GN-25PK)**	4	Kit
14	BlackBox LockPORT Locking Pin Removal Tool - Clear **(Part No: KEY-CL)**	4	Kit

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the goods within **8 weeks** after Contract signature.
Delivery Terms (INCOTERMS 2020)	DAP, UNDP Office, UNOCA Compound, Jalalabad road, Kabul-Afghanistan
Customs clearance (must be linked to INCOTERM	☒ Shall be done by: UNDP
Exact Address(es) of Delivery Location(s)	UNDP Office, UNOCA Compound, Jalalabad road, Kabul-Afghanistan
Distribution of shipping documents (if using freight forwarder)	If custom clearance to be completed by UNDP, the supplier is responsible to provide the below listed documents to UNDP Logistics Officer before starting of the shipment: -Bill of Lading/Air Waybill -Invoice -Packing List Note: all documents shall be issued on the name of UNDP Afghanistan. A complete set of original shipping document listed above must be pouched and/or through email to UNDP Afghanistan for custom clearance purpose before starting of the shipment.
Packing Requirements	As per manufacturer packing, supplier must ensure the goods are delivered to final destination without any physical damage
Training on Operations and Maintenance	Not Required
Warranty Period	Standard manufacturer warranty (The bidder must submit warranty certificates)
After-sales service and local service support requirements	Not required
Preferred Mode of Transport	☒ Air The supplier may use any mode of transportation as long as the ordered goods are delivered to final destination as per delivery timeline.

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

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:	Click or tap here to enter text.	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?	☐ Yes ☐ 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):*	☐ Yes ☐ 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):*	☐ Yes ☐ No
Does your Company have a written Statement of its Environmental Policy? *(If yes, provide a Copy)*	☐ Yes ☐ 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)*	☐ Yes ☐ No

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

Is your company a member of the UN Global Compact	☐ Yes ☐ 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 in USD**	**Period of activity**	**Types of activities undertaken**

Bidder's Declaration

Yes	No	
☐	☐	**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.
☐	☐	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.
☐	☐	**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.
☐	☐	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.
☐	☐	**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.
☐	☐	**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.
☐	☐	**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.
☐	☐	**Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

Yes	No	
☐	☐	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.
☐	☐	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.

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

Bidders are requested to complete this form, 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:	Click or tap here to enter text.	Date: Click or tap to enter a date.

Currency of the Quotation: United States Dollars **INCOTERMS: DAP 2020**					
Item No	**Description**	**UOM**	**Qty**	**Unit price in USD**	**Total price in USD**
1.	Click or tap here to enter text.				
				Total Price	
				Transportation Price	
				Other Charges (specify)	
				Total Final and All-inclusive Price	

Compliance with Requirements

	You Responses		
	Yes, we will comply	**No, we cannot comply**	**If you cannot comply, pls. indicate counter - offer**
Offer complies with Minimum Technical Specifications for each product	☐	☐	Click or tap here to enter text.
Delivery Term (INCOTERMS 2020, DAP)	☐	☐	Click or tap here to enter text.
Manufacturer authorization for HPE and Cisco products	☐	☐	Click or tap here to enter text.
Delivery Lead Time (8 Weeks)	☐	☐	Click or tap here to enter text.
Warranty (Standard Manufacturer)	☐	☐	Click or tap here to enter text.
Validity of Quotation (60 days)	☐	☐	Click or tap here to enter text.
Payment terms	☐	☐	Click or tap here to enter text.
Other requirements *[pls. specify]*	☐	☐	Click or tap here to enter text.

Other Information:

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

DocuSign Envelope ID: 37F9282C-3746-4452-A669-7CBD83A782C4

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.	
Exact name and address of company 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.