



## REQUEST FOR QUOTATION (RFQ)

for

### Procurement of Waste Containers for Contaminated Masks/Gloves

RFQ Reference: UNDP-TUR-RFQ(CV)-2021/021

Date: 05 May 2021

#### SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for procurement of 120 Lt. Waste Containers for Contaminated Masks/Gloves 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: *Murat Ozerden*

Approved by: *Üsâme Yalçın*

Name: Murat OZERDEN

Name: Üsâme YALÇIN

Title: Procurement Administrator

Title: Assistant Resident Representative (Operations)

Date: **05 May 2021**

Date: **05 May 2021**

**SECTION 2: RFQ INSTRUCTIONS AND DATA**

<b>Introduction</b>	<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 <a href="#">UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</a></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>
<b>Deadline for the Submission of Quotation</b>	<p><b>26 May 2021</b>  <b>14:00 hrs. Turkey Local Time</b></p>
<b>Method of Submission</b>	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> Dedicated Email Address</p> <p>Bid submission address: tr.procurement@undp.org</p> <ul style="list-style-type: none"> <li>▪ File Format: PDF</li> <li>▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.</li> <li>▪ All files must be free of viruses and not corrupted.</li> <li>▪ Max. File Size per transmission: 30MB</li> <li>▪ Mandatory subject of email: <b>UNDP-TUR-RFQ(CV)-2021/021 - Procurement of 120 Lt. Waste Containers</b></li> <li>▪ Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y.”</li> <li>▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible.</li> </ul>
<b>Bid Security</b>	Not required
<b>Performance Security</b>	Not required
<b>Cost of preparation of quotation</b>	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.
<b>Supplier Code of Conduct, Fraud, Corruption,</b>	<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 <b>principles on labour, human rights, environment and ethical conduct</b> may be found at: <a href="https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct">https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</a></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 <a href="http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti">http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</a></p>
<b>Gifts and Hospitality</b>	<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>

<b>Conflict of Interest</b>	<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>
<b>General Conditions of Contract</b>	<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"/> <a href="#">General Terms and Conditions</a>.</p> <p>Applicable Terms and Conditions and other provisions are available at <a href="#">UNDP/How-we-buy</a></p>
<b>Eligibility</b>	<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 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</p>
<b>Currency of Quotation</b>	Quotations shall be given in United States Dollars (USD)
<b>Currency of Payment</b>	<p>If a company established and operating in Turkey gets awarded by the contract, payment shall be made in Turkish Liras through conversion of the USD amount by the official UN Exchange Rate valid on the date of money transfer. Otherwise, the payment shall be affected in United States Dollar.</p> <p>Please refer to <a href="https://treasury.un.org/operationalrates/OperationalRates.php">https://treasury.un.org/operationalrates/OperationalRates.php</a> for UN Official Exchange Rate.</p>
<b>Joint Venture, Consortium or Association</b>	<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 <a href="#">Solicitation policy</a> for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
<b>Only one Bid</b>	<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>
<b>Duties and taxes</b>	UN and its subsidiary organs are exempt from all taxes. Therefore, Bidders shall prepare their financial bids excluding Value Added Tax (VAT). It is the Bidder's responsibility to learn from relevant authorities (Ministry of Finance) and/or to review /confirm published procedures and to consult with a certified financial consultant as needed to confirm the scope and procedures of VAT exemption application as per VAT Law, Ministry of Finance General Communiqués. The contractor selected for the award shall not be entitled to receive any amount over its bid price in relation to VAT. Overall contract amount to be paid to the contractor shall not exceed the total amount offered in the Financial Proposal.
<b>Language of quotation</b>	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
<b>Documents to be submitted along with the Quotation</b>	<p><b>Bidders shall include the following documents in their quotation:</b></p> <p><input checked="" type="checkbox"/> <b>Annex 2: Quotation Submission Form duly completed and signed</b></p> <p><input checked="" type="checkbox"/> <b>Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</b></p> <p><input checked="" type="checkbox"/> <b>Certificate of Incorporation/ Business Registration (Offerors can submit the Turkish version; however, UNDP reserves the right to ask for the translated versions during evaluation stage)</b></p> <p><input checked="" type="checkbox"/> <b>Trade name registration papers, if applicable (Offerors can submit the Turkish version; however, UNDP reserves the right to ask for the translated versions during evaluation stage)</b></p> <p><input checked="" type="checkbox"/> <b>Signature Circular/Power of Attorney demonstrating authority of the Signatory (Offerors can submit the Turkish version; however, UNDP reserves the right to ask for the translated versions during evaluation stage)</b></p> <p><input checked="" type="checkbox"/> <b>Manufacturing Certificate of the Offeror. (If the offeror is not a manufacturer, a duly signed manufacturer's authorization letter which authorizes the bidder to act as the seller/agent on behalf of the Manufacturer, shall be submitted along with the Quotation.</b></p> <p><input checked="" type="checkbox"/> <b>TS EN 840-1 Certificate of the offered Product</b></p> <p><input checked="" type="checkbox"/> <b>ISO 9001 Quality Management Certificate of the Manufacturer</b></p>
<b>Quotation validity period</b>	Quotations shall remain valid for 60 days from the deadline for the Submission of Quotation.
<b>Price variation</b>	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.
<b>Partial Quotes</b>	<input checked="" type="checkbox"/> Not permitted
<b>Alternative Quotes</b>	<input checked="" type="checkbox"/> Not permitted
<b>Payment Terms</b>	<input checked="" type="checkbox"/> 100% within 30 days after receipt of goods and submission of payment documentation.
<b>Conditions for Release of Payment</b>	<input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with RFQ requirements
<b>Contact Person for correspondence, notifications</b>	<p>Name/Last Name: Murat OZERDEN, Procurement Administrator</p> <p>E-mail address: tr.procurement@undp.org</p>

<b>and clarifications</b>	
<b>Clarifications</b>	Requests for clarification from bidders will not be accepted any later than 5 days before the submission deadline.
<b>Evaluation method</b>	<input checked="" type="checkbox"/> The Contract will be awarded to the lowest price substantially compliant offer
<b>Evaluation criteria</b>	<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
<b>Right not to accept any quotation</b>	UNDP is not bound to accept any quotation, nor award a contract
<b>Right to vary requirement at time of award</b>	At the time of award of Contract, 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.
<b>Type of Contract to be awarded</b>	<input checked="" type="checkbox"/> <a href="#">Contract Face Sheet</a> (Goods and-or Services)
<b>Expected date for contract award.</b>	June 2021
<b>Publication of Contract Award</b>	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.
<b>Policies and procedures</b>	This RFQ is conducted in accordance with <a href="#">UNDP Programme and Operations Policies and Procedures</a>
<b>UNGM registration</b>	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 <a href="http://www.ungm.org">www.ungm.org</a> . 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.
<b>Covid-19 Specific Measures</b>	<p>The Proposers shall review all local regulations, as well as that of UN and UNDP concerning the measures, they must take during performance of the contract in the context of COVID-19, before they submit their proposals and factor relevant costs, if any, to their proposals.</p> <p>The Contractor shall take all measures against COVID-19 imposed by local regulations as well as by UN and UNDP during performance of the contract to protect health and social rights of its own personnel, as well as UNDP personnel, Project Stakeholders and third parties.</p> <p>Pursuant to "Clause 12- Indemnification" of UNDP General Terms and Conditions for Contracts (given in Clause Number 24 of Bid Data Sheet), the Contractor shall indemnify, defend, and hold and save harmless, UNDP, and its officials, agents and employees, from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any third party against UNDP, including, but not limited to, all litigation costs and expenses, attorney's fees, settlement payments and damages, based on, arising from, or relating to COVID-19 measures that must be taken by the Contractor in the context of the contract.</p> <p>UNDP shall not be held accountable for any Covid-19 related health risks or events that are caused by negligence of the Contractor and/or any other third party.</p>

**ANNEX 1: SCHEDULE OF REQUIREMENTS****Minimum Technical Specifications for Goods:**

#	Description/Specifications of the items to be supplied	Qty
<b>1</b>	<b>Waste Containers for Contaminated Masks/Gloves</b>	<b>2000</b>
1.1	Dimension: Dimension of the Container shall be compliant with TS EN 840-1	
1.2	Volume: Minimum 120 Liters	
1.3	Weight: Empty weight without foot handle: (8 kg. $\pm 10\%$ deviation is acceptable)	
1.4	Color: Grey color in alignment with the national circular dated 7 April 2020 on COVID 19 hygienic substances of the Ministry of Environment and Urbanization (Tek Kullanımlık Maske, Eldiven Gibi Kişisel Hijyen Malzeme Atıklarının Yönetiminde Covid-19 Tedbirlerine İlişkin 2020/12 Genelgesi)	
1.5	Out-casing shall be made of injection molded, UV resistant, recyclable HDPE (high density polyethylene)	
1.6	Containers shall have two rubber wheels at the bottom for easy moving and relocating.	
1.7	Containers shall have durable top lids which shall be controlled with a foot pedal.	
1.8	Contractor shall produce and print two (colored) labels on each Container. One label shall be printed on the front surface of the Container and the other label shall be printed on the lid. The label that will be printed on the front surface shall cover approximately 30-40% of the surface. The label that will be printed on the lid shall cover approximately 40% of the lid. Labels shall be made out of durable, water and oil-proof materials. Design of the label will be provided by UNDP after Contract signature. Labels shall be produced and printed on each Container by the Contractor before making the deliveries to the Delivery points. Contractor shall produce one sample label and share it with UNDP for approval before starting to produce other labels. UNDP reserves the right to ask for replacement of the Labels.	
1.9	Prior to Contract signature with the recommended Offeror, a sample container shall be provided to UNDP for approval. Contract shall be signed after receipt of approval and all the Containers to be manufactured/delivered shall be exactly the same as the sample provided.	
1.10	Production must be compliant with ISO 9001 Quality Management System. ISO 9001 Quality Management Certificate of the Manufacturer shall be submitted along with the Offers.	
1.11	Production must be compliant with ISO 14001 Environmental Management System. ISO 14001 Environmental Management Certificate of the Manufacturer shall be submitted along with the offers.	
1.12	Production must be compliant with TS EN 840-1. TS EN 840-1 Certificate of the Manufacturer shall be submitted along with the offers.	
1.13	Manufacturing Certificate of the Offeror shall be submitted along with the Offer. (If the Offeror is not a manufacturer, a duly signed manufacturer's authorization letter which authorizes the offeror to act as the seller/agent on behalf of the Manufacturer, shall be submitted along with the Offer.	
1.14	Brochures and/or product catalogues shall be submitted along with the Offers.	
1.15	Turnkey delivery of all Containers shall be completed within 30 calendar days after Contract signature.	

**Other Related Requirements**

Delivery Requirements					
Delivery date and time	Bidder shall deliver the goods within 30 calendar days after Contract signature.				
Delivery Terms (INCOTERMS 2020)	DDP				
If any, customs clearance shall be done by	<input checked="" type="checkbox"/> Supplier				
Delivery Location(s)	#	Province	Delivery Point	Number of Hospitals	Number of Containers
	1	Adana	Seyhan	1	355
	2	Mersin	Akdeniz	1	304
	3	Sanliurfa	Haliliye	1	366
	4	Gaziantep	Şehitkamil	1	369
	5	Hatay	Antakya	1	325
	6	Kilis	Merkez	1	281
	TOTAL				2,000
	Exact delivery points will be provided to the winning offeror after Contract signature.				
Installation requirements	In case the lids, foot handles and/or wheels of the Containers are shipped separately, Contractor shall be responsible for assembly of these parts for each Container. Containers shall be delivered as fully assembled with lids, foot handles, wheels and other accessories.				
Warranty Period	Minimum 2 years of valid manufacturer guarantee. Signed and stamped guarantee certificate shall be submitted at delivery of goods to the delivery points.				
Inspection prior to and upon delivery	Inspection will be conducted by a committee to be established by UNDP, following turnkey delivery of all equipment and materials subject of this ITB. UNDP reserves the right to make interim inspection at the factory/premises of the Contractor.				
Payment Terms	100% of contract amount shall be paid within 30 days after positive “inspection and acceptance report” to be issued by UNDP and receipt of invoice from the Contractor.				

**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:	UNDP-TUR-RFQ(CV)-2021/021	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) <i>(Provide a Copy of the valid Certificate):</i>	<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? <i>(Provide a Copy of the valid Certificate):</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? <i>(If yes, provide a Copy)</i>	<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 <i>(If yes, provide a Copy)</i>	<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.



**Bidder's Declaration**

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Requirements and Terms and Conditions:</b> 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"/>	<b>Ethics:</b> 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 : <a href="https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct">https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</a> and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Conflict of interest:</b> 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"/>	<b>Prohibitions, Sanctions:</b> 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"/>	<b>Bankruptcy:</b> 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"/>	<b>Offer Validity Period:</b> 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.

Company Name: Click or tap here to enter text.

E-Mail: Click or tap here to enter text.

Tel: Click or tap here to enter text.

Signature:

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Signatory 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 - 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:	UNDP-TUR-RFQ(CV)-2021/021	Date: Click or tap to enter a date.

Currency of the Quotation: United States Dollars					
INCOTERMS: DDP					
Item No	Description	UOM	Qty	Unit price (USD)	Total price (USD)
001	120 Lt. Waste Containers for Contaminated Masks/Gloves.	EACH	2000		
Total Final and All-inclusive Price (USD)*					

\*Total Final and All-inclusive Price shall include all costs such including but not limited to transportation to the destinations stipulated in ANNEX 1: SCHEDULE OF REQUIREMENTS, loading, unloading and installation of the equipment.

The Contractor shall not be entitled to receive any price difference and/or additional amount from UNDP for whatsoever reason, including but not limited to increase in the costs of the Contractor or any missing goods/services in its Price Schedule to be submitted in response to this RFQ.

Value Added Tax (VAT) shall not be included in the Bid, as UNDP is exempt from VAT.

Company Name: \_\_\_\_\_

Authorised signature: \_\_\_\_\_

Name of Authorized signatory: \_\_\_\_\_

Functional Title: \_\_\_\_\_

**Technical Compliance Table:**

Bidders shall confirm compliance with below requirements in order to be considered qualified.

#	Description/Specifications of the items to be supplied	Your Offer (Please fill out with the specifications you propose)
<b>1</b>		
1.1	Dimension: Dimension of the Container shall be compliant with TS EN 840-1	
1.2	Volume: Minimum 120 Liters	
1.3	Weight: Empty weight without foot handle: (8 kg. $\pm 10\%$ deviation is acceptable)	
1.4	Color: Grey color in alignment with the national circular dated 7 April 2020 on COVID 19 hygienic substances of the Ministry of Environment and Urbanization (Tek Kullanımlık Maske, Eldiven Gibi Kişisel Hijyen Malzeme Atıklarının Yönetiminde Covid-19 Tedbirlerine İlişkin 2020/12 Genelgesi)	
1.5	Out-casing shall be made of injection molded, UV resistant, recyclable HDPE (high density polyethylene)	
1.6	Containers shall have two rubber wheels at the bottom for easy moving and relocating.	
1.7	Containers shall have durable top lids which shall be controlled with a foot pedal.	
1.8	Contractor shall produce and print two (colored) labels on each Container. One label shall be printed on the front surface of the Container and the other label shall be printed on the lid. The label that will be printed on the front surface shall cover approximately 30-40% of the surface. The label that will be printed on the lid shall cover approximately 40% of the lid. Labels shall be made out of durable, water and oil-proof materials. Design of the label will be provided by UNDP after Contract signature. Labels shall be produced and printed on each Container by the Contractor before making the deliveries to the Delivery points. Contractor shall produce one sample label and share it with UNDP for approval before starting to produce other labels. UNDP reserves the right to ask for replacement of the Labels.	
1.9	Prior to Contract signature with the recommended Offeror, a sample container shall be provided to UNDP for approval. Contract shall be signed after receipt of approval and all the Containers to be manufactured/delivered shall be exactly the same as the sample provided.	
1.10	Production must be compliant with ISO 9001 Quality Management System. ISO 9001 Quality Management Certificate of the Manufacturer shall be submitted along with the Offers.	
1.11	Production must be compliant with ISO 14001	

		Environmental Management System. ISO 14001 Environmental Management Certificate of the Manufacturer shall be submitted along with the offers.	
	1.12	Production must be compliant with TS EN 840-1. TS EN 840-1 Certificate of the Manufacturer shall be submitted along with the offers.	
	1.13	Manufacturing Certificate of the Offeror shall be submitted along with the Offer. (If the Offeror is not a manufacturer, a duly signed manufacturer's authorization letter which authorizes the offeror to act as the seller/agent on behalf of the Manufacturer, shall be submitted along with the Offer.	
	1.14	Brochures and/or product catalogues shall be submitted along with the Offers.	
	1.15	Turnkey delivery of all Containers shall be completed within 30 calendar days after Contract signature.	

**Compliance with other Related Requirements as per ANNEX 1: SCHEDULE OF REQUIREMENTS**

	You Responses	
	Yes, we will comply	Remarks
<b>Delivery date and time</b>	<input type="checkbox"/>	
<b>Delivery Terms (INCOTERMS 2020)</b>	<input type="checkbox"/>	
<b>Customs clearance shall be done by Supplier (if any)</b>	<input type="checkbox"/>	
<b>Delivery Location(s)</b>	<input type="checkbox"/>	
<b>Installation requirements</b>	<input type="checkbox"/>	
<b>Warranty Period</b>	<input type="checkbox"/>	
<b>Inspection prior to and upon delivery</b>	<input type="checkbox"/>	
<b>Payment Terms</b>	<input type="checkbox"/>	

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.
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