**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: | **225-2021-UNDP-UKR-RFQ-RPP** | 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. |
| VAT payer status | Click or tap here to enter text. |
| Contract person name | Click or tap here to enter text. |
| Contact person email | Click or tap here to enter text. |
| Contact person phone | Click or tap here to enter text. |
| Company’s core activities | Click or tap here to enter text. |
| Profile – describing the nature of business, field of expertise. | Click or tap here to enter text. |
| 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 |
| 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. |
| References  | Please provide contact details of at least 2 (two) previous clients for reference and attach the signed reference letters. |

**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 wehave 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:** l/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**: l/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.  |
|[ ] [ ]  I/We understand and recognize that you are not bound to accept any Quotation you receive, and wecertify 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.

## **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: | **225-2021-UNDP-UKR-RFQ-RPP** | Date: Click or tap to enter a date. |

***Table 1.1 Conformity to the Specification – LOT 1***

| **№** | **Item Description***(as per Annex 1, Schedule of Requirements)* | **Material / colour / features** | **Size, mm** | **Quantity per 1 module (pcs.)** | **Total quantity** | ***Catalogue Stock Photos (to be provide by the Supplier)*** | **Conformity****(Yes/No)** | **Offered Furniture** *(characteristics to be not less than those listed in Annex 1, Schedule of Requirements)* |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. | Corner table type 1 | Laminated chipboard, table top - 32 mm (16x16), PVC edge 2 mm; frame - 16mm, edge 1mm, colour – birch | mm: 1300x1300x750h (main table 1300x600x750h; 700x500x750h) | 3 | 6 |  |  |  |
| 2. | Table | Laminated chipboard, table top - 32 mm (16x16), PVC edge 2 mm; frame - 16mm, edge 1mm, colour – birch | mm: 1300х600х750h | 3 | 6 |  |  |  |
| 3. | Corner table type 2 | Laminated chipboard, table top - 32 mm (16x16), PVC edge 2 mm; frame - 16mm, edge 1mm, colour – birch | mm: 1400х1300х750h (main table 1400x600x750h;700x600x750h) | 5 | 10 |  |  |  |
| 4. | Mobile drawer unit type 1 | The laminated chipboard of 16 mm, an edge of 1 mm colour – birch. Lock in the top drawer. colour – birch | mm: 600х450х600h | 8 | 16 |  |  |  |
| 5. | Mobile drawer unit type 2 | The laminated chipboard of 16 mm, an edge of 1 mm colour – birch. Lock in the top drawer. colour – birch | mm: 500х450х600h | 3 | 6 |  |  |  |
| 6. | Administrator chair (according to the illustration) | Seat and back - mesh.base - metal,handles - plastic,colour - grey.Steel crosspiece, diameter - not less than 630 mm;chair mechanism - ANYFIX or similar;• chair height adjustment;• adjusting the hardness of the chair tilt;• fixing the position of the chair (back and seat) in different positions• rollers - plastic, with a rubber covering• filler - moulded foam or similar. | mm: 600х550х950h | 13 | 26 |  |  |  |
| 7. | Office chair type 1:Sylvia or analogue | Frame, legs - metal;Frame colour -chromeUpholstery – faux leather;Seat colour - grey | 500х500х850h | 11 | 22 |  |  |  |
| 8. | Office chair type 2:Sylvia Arm or analogue | Frame, legs - metal;Frame colour -chromeUpholstery – faux leather;Seat colour - grey | 500х500х850h | 2 | 4 |  |  |  |
| 9. | Furniture cabinet for reception.(according to the illustration) | Laminated chipboard, 16 mm, PVC edge 1 mm, table top - 32 mm (16x16), PVC edge 2 mm; colour – birchTwo drawers. | mm: 2400х600х1200h | 1 | 2 |  |  |  |
| 10. | Wardrobe | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birch• clothes rod• shelf for hats.Handles is a subject of the customer approval. | mm: 1000х600х2000h | 2 | 4 |  |  |  |
| 11. | Cabinet for papers | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birch(divided into two sections):the upper section has 2 shelves;the lower section has 1 shelve and doors (2 pieces).The top doors made of transparent glass.Handles is a subject of the customer approval. | mm: 1000х350х2000h | 4 | 8 |  |  |  |
| 12. | Office sofa ( | Sofa type - straight, triple seat. Material - faux leather. Colour – grey. | mm: 1800х700х800h | 1 | 2 |  |  |  |
| 13. | Set of color children's furniture (1 piece-table, 2 pieces-chair) | Coloured children's furniture.All components of the set are made of natural wood - solid beech, and covered with special paints for children's furniture.Design is a subject of the customer approval. | Children's table dimensions, mm: 600x600x550hChair children's size, mm: 350х350х600h (300h-seat height) | 1 | 2 |  |  |  |
| 14. | Wardrobe for clothes and papers | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birchThe Wardrobe is divided into two sections:* Clothing section with barbell and shelf for hats
* Paper section - 4 shelves
 | mm: 1200х600х2000h | 1 | 2 |  |  |  |
| 15. | Cabinet for papers | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birchsection has 3 shelves;The doors made of transparent glass.Handles is a subject of the customer approval. | mm: 1000х350х1000hh | 2 | 4 |  |  |  |
| 16. | Office sofa (corner) | Sofa type - straight, triple seat. Material - faux leather. Colour – grey. | mm: 2200х1500х800hh | 1 | 2 |  |  |  |
| 17. | Metal safe | Metal thickness of a door – min 5 mm;Metal thickness of walls – min 2 mm;2-sided locking system;the protection of the lock against drilling is established;key lock.This safe can be attached to the floor or wall with anchors.Painted with powder paint/The colour shade is brown, can be changed in agreement with the customer | desirable dimensions:Height350х500х1200h(subject for approval) | 2 | 4 |  |  |  |
| 18. | Metal cabinet | Powder painted, matt smooth surface. The office cabinet has four adjustable shelves every 25 mm. RONIS lock or analogue. Construction type - welded, delivered assembled.Metal thickness – min 2 mm, can be changed in agreement with the customer.The colour shade is brown\white, can be changed in agreement with the customer. | Desirable dimensions mm700х450х2000h (subject for approval) | 3 | 6 |  |  |  |
| 19. | Sink with a curbstone | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birchTable top:Laminated chipboard.Thickness: min 28mm.Three doors. | mm: 1200х600х900h | 1 | 2 |  |  |  |
| 20. | Table on metal adjustable supports | Laminated chipboard, table top 32mm (16+16) PVC edge 2 mm, colour - birchThe colour of the supports is graphite | mm: 1000х700х750h | 1 | 2 |  |  |  |
| 21. | Kitchen Plastic chair | One-piece seat and back are made of plastic , white colour, four wooden legs  | Desirable dimensions mm: 460x540x810 | 4 | 8 |  |  |  |

***Table 1.2 Conformity to the Specification – LOT 2***

| **№** | **Item Description***(as per Annex 1, Schedule of Requirements)* | **Material / colour / features** | **Size, mm** | **Quantity per 1 module (pcs.)** | **Total quantity** | ***Catalogue Stock Photos (to be provide by the Supplier)*** | **Conformity****(Yes/No)** | **Offered Furniture** *(characteristics to be not less than those listed in Annex 1, Schedule of Requirements)* |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Corner table type 1 | Laminated chipboard, table top - 32 mm (16x16), PVC edge 2 mm; frame - 16mm, edge 1mm, colour – birch | mm: 1300x1300x750h (main table 1300x600x750h; 700x500x750h) | 3 | 6 |  |  |  |
| 2 | Table | Laminated chipboard, table top - 32 mm (16x16), PVC edge 2 mm; frame - 16mm, edge 1mm, colour – birch | mm: 1300х600х750h | 3 | 6 |  |  |  |
| 3 | Corner table type 2 | Laminated chipboard, table top - 32 mm (16x16), PVC edge 2 mm; frame - 16mm, edge 1mm, colour – birch | mm: 1400х1300х750h (main table 1400x600x750h;700x600x750h) | 5 | 10 |  |  |  |
| 4 | Mobile drawer unit type 1 | The laminated chipboard of 16 mm, an edge of 1 mm colour – birch. Lock in the top drawer. colour – birch | mm: 600х450х600h | 8 | 16 |  |  |  |
| 5 | Mobile drawer unit type 2 | The laminated chipboard of 16 mm, an edge of 1 mm colour – birch. Lock in the top drawer. colour – birch | mm: 500х450х600h | 3 | 6 |  |  |  |
| 6 | Administrator chair (according to the illustration) | Seat and back - mesh.base - metal,handles - plastic,colour - grey.Steel crosspiece, diameter - not less than 630 mm;chair mechanism - ANYFIX or similar;• chair height adjustment;• adjusting the hardness of the chair tilt;• fixing the position of the chair (back and seat) in different positions• rollers - plastic, with a rubber covering• filler - moulded foam or similar. | mm: 600х550х950h | 13 | 26 |  |  |  |
| 7 | Office chair:Sylvia or analogue | Frame, legs - metal;Frame colour -chromeUpholstery – faux leather;Seat colour - grey | 500х500х850h | 11 | 22 |  |  |  |
| 8 | Office chair:Sylvia Arm or analogue | Frame, legs - metal;Frame colour -chromeUpholstery – faux leather;Seat colour - grey | 500х500х850h | 2 | 4 |  |  |  |
| 9 | Furniture cabinet for reception.(according to the illustration) | Laminated chipboard, 16 mm, PVC edge 1 mm, table top - 32 mm (16x16), PVC edge 2 mm; colour – birchTwo drawers. | mm: 2400х600х1200h | 1 | 2 |  |  |  |
| 10 | Wardrobe | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birch• clothes rod• shelf for hats.Handles is a subject of the customer approval. | mm: 1000х600х2000h | 2 | 4 |  |  |  |
| 11 | Cabinet for papers | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birch(divided into two sections):the upper section has 2 shelves;the lower section has 1 shelve and doors (2 pieces).The top doors made of transparent glass.Handles is a subject of the customer approval. | mm: 1000х350х2000h | 4 | 8 |  |  |  |
| 12 | Office sofa ( | Sofa type - straight, triple seat. Material - faux leather. Colour – grey. | mm: 1800х700х800h | 1 | 2 |  |  |  |
| 13 | Set of color children's furniture (1 piece-table, 2 pieces-chair) | Coloured children's furniture.All components of the set are made of natural wood - solid beech, and covered with special paints for children's furniture.Design is a subject of the customer approval. | Children's table dimensions, mm: 600x600x550hChair children's size, mm: 350х350х600h (300h-seat height) | 1 | 2 |  |  |  |
| 14 | Wardrobe for clothes and papers | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birchThe Wardrobe is divided into two sections:* Clothing section with barbell and shelf for hats
* Paper section - 4 shelves
 | mm: 1200х600х2000h | 1 | 2 |  |  |  |
| 15 | Cabinet for papers | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birchsection has 3 shelves;The doors made of transparent glass.Handles is a subject of the customer approval. | mm: 1000х350х1000hh | 2 | 4 |  |  |  |
| 16 | Office sofa (corner) | Sofa type - straight, triple seat. Material - faux leather. Colour – grey. | mm: 2200х1500х800hh | 1 | 2 |  |  |  |
| 17 | Metal safe | Metal thickness of a door – min 5 mm;Metal thickness of walls – min 2 mm;2-sided locking system;the protection of the lock against drilling is established;key lock.This safe can be attached to the floor or wall with anchors.Painted with powder paint/The colour shade is brown, can be changed in agreement with the customer | desirable dimensions:Height350х500х1200h(subject for approval) | 2 | 4 |  |  |  |
| 18 | Metal cabinet | Powder painted, matt smooth surface. The office cabinet has four adjustable shelves every 25 mm. RONIS lock or analogue. Construction type - welded, delivered assembled.Metal thickness – min 2 mm, can be changed in agreement with the customer.The colour shade is brown\white, can be changed in agreement with the customer. | Desirable dimensions mm700х450х2000h (subject for approval) | 3 | 6 |  |  |  |
| 19 | Sink with a curbstone | Laminated chipboard, 16 mm, PVC edge 1 mm, colour - birchTable top:Laminated chipboard.Thickness: min 28mm.Three doors. | mm: 1200х600х900h | 1 | 2 |  |  |  |
| 20 | Table on metal adjustable supports | Laminated chipboard, table top 32mm (16+16) PVC edge 2 mm, colour - birchThe colour of the supports is graphite | mm: 1000х700х750h | 1 | 2 |  |  |  |
| 21 | Kitchen Plastic chair | One-piece seat and back are made of plastic , white colour, four wooden legs  | Desirable dimensions mm: 460x540x810 | 4 | 8 |  |  |  |

***Table 2.1 Financial offer for the supply of goods in accordance with the technical specification and requirements – LOT 1***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Number of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| 1 | Corner table 1 | 6 |  |  |
| 2 | Table | 6 |  |  |
| 3 | Corner table 2  | 10 |  |  |
| 4 | Mobile drawer unit 1 | 16 |  |  |
| 5 | Mobile drawer unit 2 | 6 |  |  |
| 6 | Administrator chair (according to the illustration) | 26 |  |  |
| 7 | Office chair 1 | 22 |  |  |
| 8 | Office chair 2 | 4 |  |  |
| 9 | Furniture cabinet for reception | 2 |  |  |
| 10 | Wardrobe 1 | 4 |  |  |
| 11 | Cabinet for papers 1 | 8 |  |  |
| 12 | Office sofa 1 | 2 |  |  |
| 13 | Set of color children's furniture (1 piece-table, 2 pieces-chair) | 2 |  |  |
| 14 | Wardrobe for clothes and papers  | 2 |  |  |
| 15 | Cabinet for papers 2 | 4 |  |  |
| 16 | Office sofa (corner) 2 | 2 |  |  |
| 17 | Metal safe | 4 |  |  |
| 18 | Metal cabinet | 6 |  |  |
| 19 | Sink with a curbstone | 2 |  |  |
| 20 | Table on metal adjustable supports | 2 |  |  |
| 21 | Kitchen Plastic chair | 8 |  |  |
| 22 | Shipping, assembly, and installation cost (if applicable) | 2 |  |  |
| **TOTAL, excl. VAT, currency** |  |
| **VAT, currency** |  |
| **TOTAL, incl. VAT, currency** |  |

***Table 2.2 Financial offer for the supply of goods in accordance with the technical specification and requirements – LOT 2***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Number of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| 1 | Corner table 1 | 6 |  |  |
| 2 | Table | 6 |  |  |
| 3 | Corner table 2  | 10 |  |  |
| 4 | Mobile drawer unit 1 | 16 |  |  |
| 5 | Mobile drawer unit 2 | 6 |  |  |
| 6 | Administrator chair (according to the illustration) | 26 |  |  |
| 7 | Office chair | 22 |  |  |
| 8 | Office chair | 4 |  |  |
| 9 | Furniture cabinet for reception. | 2 |  |  |
| 10 | Wardrobe 1 | 4 |  |  |
| 11 | Cabinet for papers 1 | 8 |  |  |
| 12 | Office sofa 1 | 2 |  |  |
| 13 | Set of color children's furniture (1 piece-table, 2 pieces-chair) | 2 |  |  |
| 14 | Wardrobe for clothes and papers  | 2 |  |  |
| 15 | Cabinet for papers 2 | 4 |  |  |
| 16 | Office sofa (corner) 2 | 2 |  |  |
| 17 | Metal safe | 4 |  |  |
| 18 | Metal cabinet | 6 |  |  |
| 19 | Sink with a curbstone | 2 |  |  |
| 20 | Table on metal adjustable supports | 2 |  |  |
| 21 | Kitchen Plastic chair | 8 |  |  |
| 22 | Shipping, assembly, and installation cost (if applicable) | 2 |  |  |
| **TOTAL, excl. VAT, currency** |  |

*Dear Partners!*

*The UN Office in Ukraine kindly informs you, that the purchase of goods and services, announced in the UN Office Tenders, is conducted within the framework of international technical assistance project.*

 *Provisions of the Tax Code of Ukraine (paragraph 197.11) foresee the VAT tax exemption for operations, financed by material and technical assistance.*

*The procedure for obtaining the tax exemption right for operations, performed in the framework of international technical assistance projects, is regulated by the Decree #153 of the Cabinet of Ministers of Ukraine dated February 15, 2002.*

*In case you already have the right to apply this VAT allowance, on the date of UNDP prepayment receipt you should prepare and register a tax invoice (hereinafter - TI) in the United Register of Tax Invoices (URTI), filled in as follows:*

*• the column "Comprised on the operation, exempted from taxation" on the upper left part - with the mark "Without VAT";*

*• Section A of the TI table section (lines I-X) should contain the summarizing data on TI transactions, namely: line I - the total amount to be paid, including VAT; line IX - the total volume of goods and services delivered. Lines II-VIII of section A are not filled;*

*• in column 2 of section B – supplier’s (seller’s) services nomenclature;*

*• in section 3.3 of section B - service code according to the SCPS. Box 3.3 should be filled in at all stages of the services delivery;*

*• in columns 4 and 5 - unit of services measurement;*

*• in column 6 - quantity (volume) of services delivery;*

*• in column 7 - the price of the service unit supply, excluding VAT;*

*• in column 8 - VAT rate code 903;*

*• in column 9 – tax allowance code according to the Handbook of other tax benefits, approved by the SFS as of the date of TI submission - "14060523".*

*• in column 10 - supply volume, excluding VAT (prepayment amount).*

*Detailed instructions to be found in the materials "Tax invoice - 2017: instruction on filling out" and "New tax invoice in the samples."*

*Credit against VAT tax, applied on the materials purchase for the relevant construction works performance, cannot be compensated as per the paragraph #198.5 of Tax Code of Ukraine. According to the Tax Code paragraph #198.5, goods and services supply operations, exempted from VAT based on the Tax Code paragraph #197.11, the rules for calculating tax liabilities do not apply.*

*Using the materials bought with VAT, there is no need to compensate the credit against VAT, as well as no need to accrue tax liabilities.*

*Considering all mentioned above, you are kindly asked to submit your tender applications / invoices for payment without VAT, referring to the Ukrainian legislation provisions, stated in the mentioned regulatory acts.*

*Should you have any additional questions, please contact the offices of the State Fiscal Service of Ukraine at the place of your enterprise registration for additional clarifications of Article 52 of the Tax Code of Ukraine.*

***Table 3. Compliance with Requirements***

|  |  |
| --- | --- |
|  | **Your Responses** |
|  | **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Minimum Technical Specifications as per Annex 1, Schedule of Requirements |[ ] [ ]  Click or tap here to enter text. |
| Delivery Term (INCOTERMS 2020)LOT 1:1. **DDP**, Ukraine, Luhanska oblast, Modular centre near **Zolote EECP**
2. **DDP**, Ukraine, Donetska oblast, Modular centre near **Mariinka EECP**

LOT 2:1. **DDP**, Ukraine, Luhanska oblast, Modular center near **Stanica Luhanska EECP**
2. **DDP**, Ukraine, Donetska oblast, Modular center near **Mayorsk EECP**

The furniture supplied shall be brand new and it shall be delivered, placed, installed and commissioned at the locations specified above at no extra cost. UNDP is not bound to provide any mode of transport in respect of men or material required for the contract. |[ ] [ ]  Click or tap here to enter text. |
| Delivery Lead Time: delivery of the furniture shall be carried out within **180 (one hundred eighty)** calendar days from PO/Contact signature date in compliance with the schedules of delivery pre-agreed with the customer. |[ ] [ ]  Click or tap here to enter text. |
| The warranty period must be not less than 12 (twelve) months. |[ ] [ ]  Click or tap here to enter text. |
| The supplier must provide a specification with all the necessary documents for the supplied furniture. |[ ] [ ]  Click or tap here to enter text. |
| Validity of Quotation (min. 60 days) |[ ] [ ]  Click or tap here to enter text. |
| Payment terms |[ ] [ ]  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. |
| *Exact name and address of company*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. |