



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: RFQ/UNDP/SOLAR/ C4DE /2021/0028-001	Date: 13 June 2021
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of **Supply, installation, commissioning, and after-sales services for Solar at the County Service Centers Lofa (Voinjama), Gbarpolu, Bomi, County Service Centres** 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:  13-Jun-2021

Name: Mulugeta Abebe

Title: Deputy Resident Representative

Date: June 13, 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>June 23, 2021</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> E-tendering platform</p> <p>Bid submission address: https://etendering.partneragencies.org</p> <ul style="list-style-type: none"> File Format: PDF 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. Max. File Size per transmission: 2MB, virus-free and no more than 3 E-mail transmissions. Mandatory subject of email: NOT APPLICABLE 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. NOT APPLICABLE It is recommended that the entire Quotation be consolidated into as few attachments as possible. The bidder should receive an email acknowledging email receipt. <p>[For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information]</p> <ul style="list-style-type: none"> EVENT ID - LBR 10-RFQ-SOLAR-001-2021 <p>Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/</p>
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</p>

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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 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	<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> <p><input type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p><input type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p><input type="checkbox"/> General Terms and Conditions for Works</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by [indicate number of days]</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative</p>
Currency of Quotation	Quotations shall be quoted in United States Dollars
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.
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> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p>ENGLISH</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input type="checkbox"/> Company Profile / A catalogue or brochure should accompany your quotation</p> <p><input type="checkbox"/> Registration certificate; (Tax Certificate and Business Registration)</p> <p><input type="checkbox"/> List and value of projects performed for the last 3 years plus client's contact details who may be contacted for further information on those contracts.</p> <p><input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top XXXX clients in terms of Contract value in similar field; Conditional</p> <p><input checked="" type="checkbox"/> If Partnering with a local partner see below documentation to be provided:</p> <ul style="list-style-type: none"> •Profile of the local service provider including documentary evidence of relevant experience and services (if any) applicable to International supplier only <p>1. •Design, supply, installation, testing commissioning and user training of:</p> <ul style="list-style-type: none"> •Site 1 – One off-grid PV generator of 15 kWp with 30 kWh of total battery capacity. AC inverter 8.0 KVA. •Site 2 – One off-grid PV generator of 15 kWp with 30 kWh of total battery capacity. AC inverter 8.0 KVA. •Site 3 – One off-grid PV generator of 20 kWp with 85 kWh of total battery capacity. AC inverter 15.0 KVA.

	<p>2.Commitment of After-sales services of 1 year including maintenance (preventative and corrective) and technical support (on-site and/or remote), continued online system and performance monitoring.</p> <p>3.Training on operations and maintenance (operator and end-user), including provision of operation and maintenance documentation.</p>
Quotation validity period	Quotations shall remain valid for 120 days from the deadline for the Submission of Quotation. In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the 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	<input checked="" type="checkbox"/> Not permitted
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<p>✓ 50 percent after arrival, inspection of supplies</p> <p>✓ 40 percent after completion, testing, Commissioning and certification of works</p> <p>✓ 10 percentage after 6 months of Turnover and evidence of after sales support</p>
Conditions for Release of Payment	<p><input checked="" type="checkbox"/> Passing Inspection [from Supplies delivered up to Complete Installation]</p> <p><input type="checkbox"/> Passing all Testing [specify standard, if possible]</p> <p><input type="checkbox"/> Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible]</p> <p><input type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Contact Person for correspondence, notifications and clarifications	<p>E-mail address: Focal Person in UNDP: Procurement Unit</p> <p>Address: UNDP, Procurement</p> <p>E-mail address: info.lr.procurement@undp.org</p> <p>Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified.</p> <p>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.</p>
Clarifications	Requests for clarification from bidders will not be accepted any later than June 20 2021, 3 days before the submission deadline. Responses to request for clarification will be communicated via UNDP LIBERIA DEDICATED EMAIL ADDRESS by info.procure.lr@undp.org
Evaluation method	<p><input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest evaluated price</p> <p><input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions</p>
Evaluation criteria	<p><input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1</p> <p><input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract</p>
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, Click or tap here to enter text. 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.- Not applicable

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Type of Contract to be awarded	<input type="checkbox"/> Professional Service Contract
Expected date for contract award.	15 July 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.- Not applicable

ANNEX 1: SCHEDULE OF REQUIREMENTS

Project	Solar Installation at the County Service Centres
Location	Lofa (Voinjama), Gbarpolu, Bomi, County Service Centres
Geographical coordinates	7.061944°, -10.490000° (07°03'43", -10°29'24"), 6.886111°, -10.811667° (06°53'10", -10°48'42"), 8.421667°, -9.752500° (08°25'18", -09°45'09")
Time zone	UTC+00, Africa/Monrovia [GMT]
Elevation	14 m

This TOR sets the requirements for the supply, installation, commissioning, and after-sales services for Off-Grid Solar PV for Lofa (Voinjama), Gbarpolu (Bopolu) and Bomi (Tubman burg) Counties.

The scope of the project includes:

1. Design, supply, installation, testing commissioning and user training of:
 - **Site 1 – One off-grid PV generator of 15 kWp with 30 kWh of total battery capacity. AC inverter 8.0 KVA.**
 - **Site 2 – One off-grid PV generator of 15 kWp with 30 kWh of total battery capacity. AC inverter 8.0 KVA.**
 - **Site 3 – One off-grid PV generator of 20 kWp with 85 kWh of total battery capacity. AC inverter 15.0 KVA.**
2. After-sales services of 1 year including maintenance (preventative and corrective) and technical support (on-site and/or remote), continued online system and performance monitoring.
3. Training on operations and maintenance (operator and end-user), including provision of operation and maintenance documentation.

Technical Specifications for Goods:

Site 1 & 2 : Gbarpolu and Bomi

Item	Descriptionn	Requirement	Observations/Quality assurance	Deviations/ Non-compliance
1	Site assessment	Done. Vendors can conduct further site assessment	To fine-tune/adjust system design and to facilitate the planning of logistics/installations.	
2	Off grid PV system	8.0 KVA		
2.1	Solar Panels	15 kWp	Crystalline modules with 10 years manufacturer guarantee	
2.2	Mounting structure (s)	required	To be fixed on the roof.	
2.3	Technical cabinet	required	Lockable, ventilated, and waterproof	
2.4	Solar Battery charger/con troller	required	MPPT solar input	

2.5	AC battery charger	required	Manual when genset is working	
2.6	Batterybank	30.0 kWh LiFePO4	90% DOD 4000 cycles guarantee	
2.7	Battery Management system	required	Protection from over-charge Protection from under-charge Battery-balancing Ability to report SOC	
2.8	Inverter continuousservice	8.0 KVA singlephase 230VAC	5 years warranty	
2.9	Monitoring	Local and remote	Remote monitoring system through GSM connectivity including SIM cards, annual subscription for one year, modem, data management/reporting.	
3	Rewiring ofexisting electric installation	Required	To segregate non-critical loads and critical loads. The PV systems to power only the critical loads. Other loads categorized as non-critical – suchas air conditioners – must be powered exclusively by gensets (if any) or other external electricity source.	

4	Anti-theft and anti-tampering measures	required		
5	Guarantee and O&M	required	System guarantee of 12 months, including two preventive maintenance visits and as many repairs as required.	

Site 3: Lofa County

Item	Description	Requirement	Observations/Quality assurance	Deviations/Non-compliance
1	Site assessment	Done. Vendors can conduct further site assessment	To fine-tune/adjust system design and to facilitate the planning of logistics/installations.	
2	Off grid PV system	15.0 KVA		
2.1			Crystalline modules with 10 years	
	Solar Panels	20 kWp	manufacturer guarantee	
2.2	Mounting structure (s)	required	To be fixed on the roof.	
2.3	Technical cabinet	required	Lockable, ventilated and waterproof	
2.4	Solar Battery charger/controller	required	MPPT solar input	
2.5	AC battery charger	required	Manual when genset is working	
2.6	Battery bank	85.0 kWh LiFePO4	90% DOD 4000 cycles guarantee	
2.7	Battery Management system	required	Protection from over-charge Protection from under-charge Battery-balancing Ability to report SOC	
2.8	Inverter continuous service	15.0 KVA Three phase 400VAC	5 years warranty	
2.9	Monitoring	Local and remote	Remote monitoring system through GSM connectivity including SIM cards, annual subscription for one year, modem, data management/reporting.	

3	Rewiring of existing electric installation	Required	To segregate non-critical loads and critical loads. The PV systems to power only the critical loads. Other loads categorized as non-critical – such as air conditioners – must be powered exclusively by gensets (if any) or other external electricity source.	
4	Anti-theft and anti-tampering measures	required		
5	Guarantee and O&M	required	System guarantee of 12 months, including two preventive maintenance visits and as many repairs as required.	

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver and complete Installation within 12 weeks after Contract signature.
Delivery Terms (INCOTERMS 2020)	DAP
Customs clearance (must be linked to INCOTERM)	<input checked="" type="checkbox"/> Supplier/bidder, UNDP to provide Tax Exemption Documents where applicable to the most responsive Bidder.
Exact Address(es) of Delivery Location(s)	LIBERIA, BOMI, LOFA AND GBARPOLU
Distribution of shipping documents (if using freight forwarder)	n/a
Packing Requirements	<p>The packing must be of a sturdy export quality of a commercial standard that will provide adequate protection of the goods for carriage by air, sea and/or road to final destinations worldwide, including remote locations under adverse climatic and storage conditions and high humidity.</p> <p>All wood packaging, including pallets and boxes, utilised in any shipment, have undergone the treatment, marking and documentation required to meet the specifications described in ISPM Nr 15: Guidelines for Regulating Wood Packaging Material in International Trade, available at www.ippc.int</p> <p>It is the responsibility of the vendor to provide complete packing as required for transportation. Hazardous chemicals and other dangerous goods must be packed and documented according to current legislation.</p>
Training on Operations and Maintenance	Training on operations and maintenance (operator and end-user), including provision of operation and maintenance documentation. All training Manual must be in English.
Warranty Period	12 months
After-sales service and local service support requirements	After-sales services of 1 year including maintenance (preventative and corrective) and technical support (on-site and/or remote), continued online system and performance monitoring

Preferred Mode of Transport	Sea
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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?	<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 or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<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.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - 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.

Site: Gbapolou and Bomi

Currency of the Quotation: Click or tap here to enter text.					
INCOTERMS: Click or tap here to enter text.					
Item No	Description	UOM	Qty	Unit price	Total price
1.	Detailed site assessment, including assessment report				
2	Off grid PV system – Gbapolou, and Bomi County service center				
2.1	Solar Panels	pcs	64		
2.2	Roof Mounting structure (s)	set	1		
2.3	Technical cabinet	set	1		
2.4	Solar Battery charger/controller	set	1		
2.5	AC battery charger (if required as per annex2)	set	1		
2.6	Battery bank	set	1		
2.7	Battery Management system	set	1		
2.8	Inverter continuous service	set	1		
2.9	Anti-theft and anti-tampering measures	set	64		
3	Remote monitoring system through GSM connectivity including SIM cards, annual subscription for one year, modem, data management/reporting.				
3	Site preparation and civil works				
5	Ancillaries, protections, and Cables				
6	Rewiring of existing electric installation (adding auto transfer switch)				
7	Installation and Commissioning of the PV system				

8	Training on Operations and maintenance of the PV systems and				
Total Price					
Transportation Price					
Insurance Price					
Installation Price					
Training Price					
Other Charges (specify)					
Total Final and All-inclusive Price					

Site 2 Lofa

Site: LOFA				
Item	Description	Quantity	Unit price	Total Price (USD)
1	Detailed site assessment, including assessment report			
2	Off grid PV system – LOFA			
2.1	Solar Panels	74		
2.2	Roof Mounting structure (s)	1		
2.3	Technical cabinet	1		
2.4	SolarBattery charger/controller	3		
2.5	AC battery charger (if required as per annex2)	1		
2.6	Battery bank	1		
2.7	Battery Management system	1		
2.8	Inverter continuous service	1		
2.9	Anti-theft and anti-tampering measures	74		
3	Remote monitoring system through GSM connectivity including SIM cards, annual subscription for one year, modem, data management/reporting.			
4	Site preparation and civil works			
5	Ancillaries, protections, and Cables			
6	Rewiring of existing electric installation (adding auto transfer switch)			
7	Installation and Commissioning of the PV system			
8	Training on Operations and maintenance of the PV systems and provision of training materials and Operation manuals			
	Total Cost			

Compliance with Requirements

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

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
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.

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements [pls. specify]	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

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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