



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: 612-2021-UNDP-UKR-RFQ-RPP	Date: 04 August 2021
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of: **Special equipment (Geographical coordination systems) for Ukrainian Mine Action Centers (MACs) at the national and regional levels**

as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3: Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

Signature: 

Name: **Ms. Agnes Kochan**

Title: **UNDP Ukraine Operations Manager**

Date: **04-Aug-2021**

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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>23:59 (Kyiv Time, GMT+3) 18-Aug-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 type="checkbox"/> E-tendering</p> <p><input checked="" type="checkbox"/> Dedicated Email Address</p> <p><input type="checkbox"/> Courier / Hand delivery</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p> <p>Bid submission address: tenders.ua@undp.org</p> <ul style="list-style-type: none"> ▪ File Format: *.ZIP, *.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: 20 Mb ▪ Mandatory subject of email: 612-2021-UNDP-UKR-RFQ-RPP ▪ 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”. ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The bidder should receive an email acknowledging email receipt.
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>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the</p>

	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 checked="" 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 checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days.</p> <p><input checked="" type="checkbox"/> Others: Liquidated damages: up to 0.1% of total contract amount per each day of delay may be applied on discretion of UNDP</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	<p>Quotations shall be quoted in</p> <p><input checked="" type="checkbox"/> United States Dollars</p> <p><input type="checkbox"/> Euro</p> <p><input checked="" type="checkbox"/> Local Currency: UAH</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</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>
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><u>Lot#1 and Lot#2</u></p> <p><input checked="" type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p><input checked="" type="checkbox"/> English (preferred), and/or <input checked="" type="checkbox"/> Ukrainian, and/or <input checked="" type="checkbox"/> Russian</p> <p>In case of submission in Ukrainian or Russian languages, bidders may be requested for provision of English translation of separate parts of the bid or bid as a whole.</p> <p>All the documentation including catalogues, instructions and operating manuals should be in Ukrainian (and additionally in English/Russian if available)</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 checked="" 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 checked="" type="checkbox"/> A copy of the certificate/extract from the Unified State Register of Legal Entities and Private Entrepreneurs.</p> <p><input checked="" type="checkbox"/> Extract from the Register of VAT payers or single tax payers (not mandatory on submission stage but will be required if Offeror is selected for contract award).</p> <p><input checked="" type="checkbox"/> Company Profile;</p> <p><input checked="" type="checkbox"/> At least 2 positive recommendation letters from previous customers/clients.</p>
Quotation validity period	Quotations shall remain valid for 60 days from the deadline for the Submission of Quotation.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<p><input type="checkbox"/> Not permitted</p> <p><input checked="" type="checkbox"/> Permitted – The offers may be submitted to different Lots</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p> <p>If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, Click or tap here to enter text. reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote"</p>
Payment Terms	<p><input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</p> <p><input type="checkbox"/> Other</p>
Conditions for Release of Payment	<p><input type="checkbox"/> Passing Inspection [specify method, if possible] 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>

	<input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements. Payment for completed services shall be made through bank transfer to the Contractor's account during 30 (thirty) days from the date of receipt of the original invoice and registered VAT certificate. <input type="checkbox"/> Others [pls. specify]
Contact Person for correspondence, notifications and clarifications	Procurement Unit, UNDP Ukraine E-mail address: <i>procurement.rpp.ua@undp.org</i> Attention: Quotations shall not be submitted to this address, but to the address for quotation submission indicated in the respective section above. Otherwise, offer shall be disqualified. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted any later than 7 days before the submission deadline. Responses to request for clarification will be communicated via email by 12 August 2021
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	Applicable for both Lot #1 and Lot #2. <u>Administrative Requirements:</u> <input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1; <input checked="" type="checkbox"/> Full acceptance of the Contract General Terms and Conditions; <input checked="" type="checkbox"/> Offers must be submitted within the stipulated deadline; <input checked="" type="checkbox"/> Offers must meet required Offer Validity; <input checked="" type="checkbox"/> Offers have been signed by the authorized representative; <input checked="" type="checkbox"/> Offers include requested company/organization documentation as mentioned above in "Documents to be submitted" section; <input checked="" type="checkbox"/> Officially registered company (for Ukrainian companies – company should be registered in the territory controlled by the government of Ukraine). <u>Technical Requirements:</u> <input checked="" type="checkbox"/> Technical responsiveness to stipulated requirements in specification. <input checked="" type="checkbox"/> At least 2 years of experience in the field of supply of similar products per relevant lot. <input checked="" type="checkbox"/> At least 2 positive reference/recommendation letters from previous customers/clients. <input checked="" type="checkbox"/> The warranty period for all equipment must be not less than 12 (twelve) months. <input checked="" type="checkbox"/> All equipment must have official warranty service in Ukraine. <input checked="" type="checkbox"/> Delivery must be carried out during 60 days from the contract signing date.
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Type of Contract to be awarded	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> <u>Contract Face Sheet</u> (Goods and/or Services) (this template is also utilised for Long-Term Agreement) and if an LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.) <input type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]
Expected date for contract award	16 September 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.
UNDP will award to	<input checked="" type="checkbox"/> One or more Suppliers, by lots. <input checked="" type="checkbox"/> Irrespective of declared capacity to undertake more than 1 lot, UNDP may decide at its discretion to award Lots to different bidders to reduce risk of delivery. <input checked="" type="checkbox"/> UNDP may exclude suppliers, contractors and consultants from tendering for procurement opportunities in UNDP-supported programmes or projects if the Offeror in question or their affiliates provided consulting services for the preparation and implementation of a project, and in order to prevent a conflicts of interest, the Offeror and their affiliates are disqualified from subsequently providing goods, services and civil works under UNDP financing for the same project.

ANNEX 1: SCHEDULE OF REQUIREMENTS



SPECIFICATION for the procurement of special equipment (Geographical coordination systems) for Ukrainian Mine Action Centers (MACs) at the national and regional levels

1. Description of the project

The conflict in Eastern Ukraine has had widespread impacts upon the human security of civilian population. According to the data collected by OHCHR, 1,153 civilians were involved in accidents with EO in the period April 2014 to December 2020; casualties comprised 344 dead and 809 injured. Ukraine is one of the most contaminated countries in the world and became the most affected country by anti-vehicle mine accidents. The presence or suspicion of landmines, booby-traps, anti-vehicle mines, cluster munitions, or any number of other explosive remnants of war (ERWs) is adversely impacting on civilians' lives, restricting agriculture, inhibiting basic sustenance activities and disrupting essential infrastructure and services in many parts of Eastern Ukraine. The situation of IDPs continues to be a major humanitarian concern and it is estimated that over 1.4 million people have been displaced since 2014, women and children representing 63% of them.

The Government of Ukraine is undertaking a reform of its mine action response in line with the International Mine Action Standards that include gender dimensions and the National Action Plan to implement the UN Security Council Resolution 1325 "Women, Peace and Security". A new legislation was passed in September 2020 and signed by President of Ukraine in December 2020, which calls for envisages the set-up of respective mine action authorities.

UNDP Project "Capacity Development Support for Integrated Mine Action in Eastern Ukraine" is aimed at supporting the Government of Ukraine in establishing a comprehensive, coordinated and gender-responsive mine action. The project provides strategic capacity development support for mine action to enhance integrated planning, coordination, and operational efficiencies amongst the different mine action stakeholders presently active at national level and regionally in eastern Ukraine (Donetsk and Luhansk oblasts).

One of the project interventions is focused on establishing effective state institutions – National Mine Action Authority (NMAA) and Mine Action Centers (MACs) to ensure coordination of measures for the management and regulation of all mine action activities in eastern Ukraine.

2. Scope of work

- a. Provision of special equipment for MACs in accordance with the technical details specified in the table below for each lot.
- b. Each lot defines the list of office equipment for provision of the corresponding MACs of Ministry of Defence of Ukraine (MOD) and State Emergency Service of Ukraine (SES).
Delivery of goods shall be done to the addresses specified in Section 4.

3. Technical specification

Lot No.1: Geographical coordination systems equipment

No.	Product name and specification requirements	Number of units
1.1	<u>Laser rangefinder</u> Measurement of length, height, trajectory determination, measurement of distance between two points, electronic sensor of an angle of inclination, with tripod, function of continuous measurements.	3
1.2	<u>Device for determining the coordinates of the terrain</u> The 240-channel 6G ASIC SP80 receiver uses all signals of existing GNSS systems: GPS, GLONASS, BeiDou, Galileo, QZSS and SBAS. GNSS receiver SP80 has a unique GNSS-orientation capability, which allows to work only with a certain satellite system: only with GPS, only with GLONASS or only with BeiDou. In addition, the SP80 supports the recently approved RTCM 3.2 format. Model - GNSS receiver Spectra Precision SP80 UHF or equivalent.	1
1.3	<u>GPS navigator</u> Protection: Moisture protection: IPX7; battery: 2 AAA batteries (up to 16 hours of operation in navigation mode); display: 3 ", 240 x 400 px, TFT color display; memory: 16 gb; memory card support: Micro SD (not included); GPS: Yes; GL NASS: Global Navigation Satellite System: Yes; Wi-Fi: Yes; ANT Plus technology: Yes; Bluetooth: Yes. Maps: Previous maps: Basic map of Europe (TOPO); Custom POIs: Adding user points to the map 1000; Route log: 20,000 marks, 250 routes. Sensors: Compass: Yes; Barometric altimeter: Yes; Functions: Calculation of the area: Calculation of the area of the passed site on perimeter. Automatic route calculation: Calculation of the route from turn to turn on the roads. TracBack: search for the return path to the starting point Model - Garmin GPSMAP 66sr or equivalent.	15

Lot No.2: Other equipment

No.	Product name and specification requirements	Number of units
2.1	<u>Compass</u> Friction-free sapphire jewel bearing with short settling time; Aluminum case; Dimensions: 75 x 53 x 16mm (±5%); Weight: 110 grams (±5%). Accuracy: Max +/- 0.5 degrees from true magnetic course with precision sighting. Max +/- 1.0 degree from true magnetic course when used for map reading. Model – Silva Sight Master or equivalent	5
2.2	<u>Binoculars</u> Magnification: 10; Objective diameter: at least 50 mm; Twilight Factor: at least 22.36; Aperture ratio: at least 25; Minimum focusing distance: 8 m; Field of view at a distance of 1000m: at least 96; Lenses: Multi coated; Focusing: Center wheel and eyepiece ring; Body: Rubberized; Folding Eyecups (type Fold Down); Mountable tripod. Included in set: Eyepiece and lens protectors; Soft carrying case; Belt. Model - National Geographic 10x50 or equivalent	10

4. Additional requirements**4.1. Delivery terms DDP (Incoterms 2010)**

All goods are to be delivered to the following address:

Consignee: State Emergency Service of Ukraine

Address: Vatutine, Nova Vodolaha raion, Kharkiv oblast, 63212, Ukraine

- 4.2. Delivery of goods should be accompanied by manufacturer's warranty certificates. All necessary technical documentation is to be provided in Ukrainian or Russian and English languages by the supplier on the day of delivery. The warranty period for all goods must be not less than 12 (twelve) months. All goods must have official warranty service in Ukraine.
- 4.3. Delivery of items must be carried out during 60 (sixty) calendar days from the contract signing date.
- 4.4. The supplied materials should be confirmed by quality certificates.

5. Experience and qualification requirements

- 5.1. Officially registered company (for Ukrainian companies – company should be registered in the territory controlled by the government of Ukraine).
 5.2. At least 2 (two) years of experience in the field of supply of similar products per relevant lot.
 5.3. At least 2 (two) recommendation letters from previous clients/customers.

6. Evaluation method

The Contract will be awarded to the technically compliant offer with the lowest prices.

7. Price offer and payment schedule

- 7.1. The contract value must remain fixed for the duration of the contract.
 7.2. Applicants must include all costs associated with provision of equipment in their price quotation (such as the supply of all materials and equipment, transportation costs, offloading, staff salaries, office expenses, etc.).
 7.3. Payment arrangements of all the equipment for each Lot shall be made through bank transfer to the Contractor's account during 30 (thirty) days from the date of receipt of the original invoice, registered VAT certificate and Act of acceptance of delivered goods signed by both Parties.

Bidders must submit their price offers in the following format:

Lot No.1 Geographical coordination systems equipment:

INCOTERMS: DDP						
No.	Product name and specification requirements	Q-ty (pcs)	Unit price without VAT, <i>indicate currency</i>	VAT, <i>indicate currency</i>	Unit price, with VAT, <i>indicate currency</i>	Cost with VAT, <i>indicate currency</i>
1.1	Laser rangefinder	3				
1.2	Device for determining the coordinates of the terrain	1				
1.3	GPS navigator	15				
	Cost of delivery (if not included in the price of the goods)	1				
Total including VAT, <i>indicate currency</i>						

Lot No.2 Other equipment:

INCOTERMS: DDP						
No.	Product name and specification requirements	Q-ty (pcs)	Unit price without VAT, <i>indicate currency</i>	VAT, <i>indicate currency</i>	Unit price, with VAT, <i>indicate currency</i>	Cost with VAT, <i>indicate currency</i>
2.1	Compass	5				
2.2	Binoculars	10				
	Cost of delivery (if not included in the price of the goods)	1				
Total including VAT, <i>indicate currency</i>						

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the goods within 60 (sixty) calendar days upon Contract signing (applicable for both Lot 1 and Lot 2)
Delivery Terms (INCOTERMS 2020)	DDP
Customs clearance (must be linked to INCOTERM)	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input checked="" type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	<u>Applicable for both Lot 1 and Lot 2</u> Consignee: State Emergency Service of Ukraine Address: Vatutine, Nova Vodolaha raion, Kharkiv oblast, 63212, Ukraine
Distribution of shipping documents (if using freight forwarder)	N/A
Packing Requirements	Packaging must comply with the rules for the safe transport of goods offered.
Training on Operations and Maintenance	<input checked="" type="checkbox"/> All necessary technical documentation in Ukrainian/Russian (English – optional) languages must be given by the Contractor at the day of delivery. The supplied materials quality should be supported and confirmed by quality certificates
Warranty Period	<input checked="" type="checkbox"/> The warranty period for all equipment must be not less than 12 months <input checked="" type="checkbox"/> Delivery of equipment/goods should be accompanied by manufacturer's warranty certificates
After-sales service and local service support requirements	<input checked="" type="checkbox"/> All equipment must have official warranty service in Ukraine
Preferred Mode of Transport	Land

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:	612-2021-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.
Business Licenses – Registration Papers, Extract from the Register of VAT payers or single tax payers, etc.	EDRPOU, ID tax number. Copies of State registration and Extract from the Register of VAT payers or single tax payers should be attached
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	<input type="checkbox"/> Yes <input type="checkbox"/> No

Environmental Policy? <i>(If yes, provide a Copy)</i>	
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.
References	At least 2 (two) recommendation letters from previous clients/customers

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.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<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 quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	612-2021-UNDP-UKR-RFQ-RPP	Date: Click or tap to enter a date.

Table 1. Conformity to the Specification**Lot#1 (Geographical coordination systems equipment)**

#	Technical requirements (Features at least)	Conformity (Yes/No)	Offered Brand, Model and Exact characteristics <i>(Technical characteristics should not be less/worse than those listed in the assignment)</i>
1.	<u>Laser rangefinder</u> Measurement of length, height, trajectory determination, measurement of distance between two points, electronic sensor of an angle of inclination, with tripod, function of continuous measurements.		
2.	<u>Device for determining the coordinates of the terrain</u> The 240-channel 6G ASIC SP80 receiver uses all signals of existing GNSS systems: GPS, GLONASS, BeiDou, Galileo, QZSS and SBAS. GNSS receiver SP80 has a unique GNSS-orientation capability, which allows to work only with a certain satellite system: only with GPS, only with GLONASS or only with BeiDou. In addition, the SP80 supports the recently approved RTCM 3.2 format. Model - GNSS receiver Spectra Precision SP80 UHF or equivalent.		
3.	<u>GPS navigator</u> Protection: Moisture protection: IPX7; battery: 2 AAA batteries (up to 16 hours of operation in navigation mode); display: 3 ", 240 x 400 px, TFT color display; memory: 16 gb; memory card support: Micro SD (not included); GPS: Yes; GL NASS: Global Navigation Satellite System: Yes; Wi-Fi: Yes; ANT Plus technology: Yes; Bluetooth: Yes. Maps: Previous maps: Basic map of Europe (TOPO); Custom POIs: Adding user points to the map 1000; Route log: 20,000 marks, 250 routes. Sensors: Compass: Yes; Barometric altimeter: Yes; Functions: Calculation of the area: Calculation of the area of the passed site on perimeter. Automatic route calculation: Calculation of the route from turn to turn on the roads. TracBack: search for the return path to the starting point Model - Garmin GPSMAP 66sr or equivalent.		

Lot No.2 (other equipment)

#	Technical requirements (Features at least)	Conformity (Yes/No)	Offered Brand, Model and Exact characteristics <i>(Technical characteristics should not be less / worse than those listed in the assignment)</i>
1.	Compass Friction-free sapphire jewel bearing with short settling time; Aluminum case; Dimensions: 75 x 53 x 16mm (±5%); Weight: 110 grams (±5%). Accuracy: Max +/- 0.5 degrees from true magnetic course with precision sighting. Max +/- 1.0 degree from true magnetic course when used for map reading. Model – Silva Sight Master or equivalent		
2.	Binoculars Magnification: 10; Objective diameter: at least 50 mm; Twilight Factor: at least 22.36; Aperture ratio: at least 25; Minimum focusing distance: 8 m; Field of view at a distance of 1000m: at least 96; Lenses: Multi coated; Focusing: Center wheel and eyepiece ring; Body: Rubberized; Folding Eyecups (type Fold Down); Mountable tripod. Included in set: Eyepiece and lens protectors; Soft carrying case; Belt. Model - National Geographic 10x50 or equivalent		

Table 2. Financial offer for the supply of goods in accordance with the technical specification and requirements

Lot No.1 (Geographical coordination systems equipment)

INCOTERMS: DDP						
No.	Product name and specification requirements	Q-ty (pcs)	Unit price without VAT, <i>indicate the currency</i>	VAT, <i>indicate the currency</i>	Unit price, with VAT, <i>indicate the currency</i>	Cost with VAT, <i>indicate the currency</i>
1.1	Laser rangefinder	3				
1.2	Device for determining the coordinates of the terrain	1				
1.3	GPS navigator	15				
	Cost of delivery (if not included in the price of the goods)	1				
Total including VAT, <i>please indicate the currency</i>						

Lot No.2 (other equipment)

INCOTERMS: DDP						
No.	Product name and specification requirements	Q-ty (pcs)	Unit price without VAT, <i>indicate currency</i>	VAT, <i>indicate currency</i>	Unit price, with VAT, <i>indicate currency</i>	Cost with VAT, <i>indicate currency</i>
2.1	Compass	5				
2.2	Binoculars	10				
	Cost of delivery (if not included in the price of the goods)	1				
Total including VAT, <i>please indicate currency</i>						

Table 3. Compliance with Requirements

Other Information pertaining to our Quotation are as follows:	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) DDP – Address: Vatutine, Nova Vodolaha raion, Kharkiv oblast, 63212, Ukraine	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time (Delivery of goods must be carried out within 60 (sixty) calendar days from PO/Contact signature date)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
The warranty period for all goods must be not less than 12 (twelve) months	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
All goods must have official warranty service in Ukraine	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation (min. 60 days)	<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.

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.