



RFQ Reference: **UNDP-RFQ-2021-288 – Supply & Installation of Passenger Lift**

Date: 23 August 2021

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for **Supply and Installation of Passenger Lift** 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, through e-Tendering System <https://etendering.partneragencies.org> on or before **Monday 06th September 2021** (1230 Hrs Pakistan Standard Time) as 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.

Any requests for clarification about the contents of RFQ shall be sent to the email address at pakistan.procurement.info@undp.org. Answers to questions/inquiries will be forwarded to all the prospective bidders.

Thank you and we look forward to receiving your quotations.

Issued by:

Signature: "For"

A handwritten signature in blue ink, appearing to read 'Knut Otsby', is written over a light blue rectangular background.

Name: Knut Otsby

Title: Resident Representative, UNDP Pakistan

Date: 23-Aug-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>06-September-2021 (12:30 Hrs Pakistan Standard Time)</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</p> <p><input 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: Not Applicable as Bis Submitted through E-Tendering System</p> <ul style="list-style-type: none"> File Format: Click or tap here to enter text. 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: 50 MB Mandatory subject of email: Click or tap here to enter text. 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. <p>[For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information]</p> <ul style="list-style-type: none"> Insert BU Code and Event ID number PAK-10 Event ID 0000010191 <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: https://www.undp.org/content/undp/en/home/procurement/business/resources-for-bidders</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</p>

	requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti
Gifts and Hospitality	Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or 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 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 [Special Conditions of PO/Contract will be attached Separately]</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 [amend in case of other eligibility requirements].</p>
Currency of Quotation	Quotations shall be quoted in Pakistani Rupee - PKR
Joint Venture,	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

Consortium or Association	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	The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following: a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Duties and taxes	Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below: All prices must: <input checked="" type="checkbox"/> Offer be inclusive of VAT and other applicable indirect taxes. UNDP will not provide any import duty/tax exemption to the bidder. <input type="checkbox"/> be exclusive of VAT and other applicable indirect taxes [according to project and applicable country agreement]
Language of quotation	English Including documentation including catalogues, instructions and operating manuals.
Documents to be submitted Including Eligibility Requirement	Bidders shall include the following documents in their quotation: <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <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 Following are the Minimum Eligibility Requirement under this RFQ which will be evaluated on PASS/FAIL Basis. Bidder must submit below mentioned documents to determine their Eligibility in the RFQ. <input checked="" type="checkbox"/> Bidder Company Profile. The Bidder Must have 07 Years of Experience in Pakistan for Supply & Installation of Passenger Lifts. <input checked="" type="checkbox"/> The Bidder Must Have PEC Certificate having ME-03 Specialization Code for year 2021. (The certificate should be in the name of Bidder applying under this RFQ. UNDP will verify the Certificates from PEC. <input checked="" type="checkbox"/> Authorization as seller/reseller/service provider for the products/services offered. Bidder should provide the authorization letter from manufacturer's with Contact details, weblink of manufacture to verify the authorization. <input checked="" type="checkbox"/> EN Certified especially EN-81-20/50 and other Essential Standards Compliance for Fire, Earthquake and Disable Persons.

	<p><input checked="" type="checkbox"/> Bidder must Provide 3 Contract/PO/or Completion Certificate for Supply & Installation of Passenger Lifts. (Irrelevant POs/Contract will not be considered eligible). Plus client's contact details who may be contacted for further information on those contracts;</p> <p><input checked="" type="checkbox"/> Tax Registration (NTN & STRN)/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder;</p> <p><input checked="" type="checkbox"/> Bidder must provide Pictures, Technical Data Sheet, or Brochure of all the quoted items.</p> <p><input checked="" type="checkbox"/> Site Visit: Mandatory 30th August 2021 Please contact Mr. Ziaf Khan – 0316-2880077 to arrange a site visit. Ministry of Climate Change, LG & RD Complex, G-5/2 Islamabad</p>
Quotation validity period	Quotations shall remain valid for 120 Days 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 checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted Insert conditions for partial quotes and ensure that the requirements are properly listed in lots to allow partial quotes</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 Delivery & Installation/Commissioning of complete System and submission of payment documentation.</p> <p>No Advance Payment allowed</p> <p><input checked="" type="checkbox"/> Other Click or tap here to enter text.</p>
Conditions for Release of Payment	<p><input checked="" type="checkbox"/> Passing Inspection [by End-User – Ministry of Climate Change, MOCC] Complete Installation</p> <p><input checked="" type="checkbox"/> Passing all Testing [Performance Test for Speed Governor (20 Times at least) Safety Gear (4 Times at least) and Buffer (6 Times atleast) as per EN Code Need to be insured by Contractor]</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 checked="" 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 – Ali Saeed – Procurement Analyst</p> <p>pakistan.procurement.info@undp.org</p> <p>Please mention RFQ Ref number UNDP-RFQ-2021-288 in Subject Line while sending any email for clarification.</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 3 days before the submission deadline. Responses to request for clarification will be communicated Email or E-Tendering System by Click or tap to enter a date.
Evaluation method	<p><input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price, Eligible and Technically compliant offer</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p>

Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input type="checkbox"/> Others Click or tap here to enter text.
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 checked="" type="checkbox"/> Purchase Order <input type="checkbox"/> Contract Face Sheet (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.	01 October 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.

Ali Saied

Karwal Abbas

ANNEX 1:**SCHEDULE OF REQUIREMENTS - Requested Items Specification and Bidders statement regarding deviations** This form must be filled, signed and submitted with Bid**Technical Specifications:**

Note: Traction Media must be neither conventional steel ropes or polyurethane coated belt of certified supplier/OEM and their monitoring system for any probable accident in case of belt.

S.no	Items	Requirement	Bidder's to include Response to Compliance with Specification. Include Remarks in case of Deviation.
A	General	[bidder to insert Brand/Model/OEM] of offered equipment	
1.1	Number of Lifts	01 lift	
1.2	Capacity	10 passengers (800 kgs.)	
1.3	Speed	01 MPS	
1.4	Number of Landings	05 stops, 05 levels	
1.5	Travel	20 Mtr approx	
1.6	Machine room location	MRL (Machine Room Less)	
1.7	Machine details		
	Platform	Gearless without Machine Room (Gearless MRL)	
	Control	AC Variable voltage variable frequency (VVVF) (Microprocessor control)	
	Operation	Simplex full collective – selective	
1.8	Hoist way dimensions		
	Width (along door)	2200 mm	
	Deep (90o to door)	2000 mm	
	Car		
1.9	Car Enclosure	Stainless steel sheet of Grade 304, 18 SWG thick in brush hairline finish with rear side of 12 mm thick toughened glass	
1.10.	Car ceiling	Stainless Steel sheet (Grade 304), 18 SWG thick false ceiling of approved finish with pressure fan and sufficient no. Of LED light fittings as required.	
1.11	Car floor	Car floor/ platform shall consist of a structural steel frame designed on the basis of rated load covered with a M.S steel plate, Including rubber mat floor (minimum 5 mm thick) of required size.	

1.12	Car and landing doors	Automatic power operated; Centre opening, having minimum opening of 800 mm W x 2100 mm H horizontal sliding fire rated, minimum 12mm thick toughened full glass door with stainless steel sheet frame finish, smooth and free from defects, having safety with full curtain integrated infrared door sensor.	
1.13	Car size	Should not be less than as specified in IS/ CPWD – Specifications Part-III lifts & elevators 2003 with upto date amendments.	
1.14	Automatic rescue device (ARD)	ARD with SMF batteries shall be provided for the lift other than fire elevator for rescue of passengers, in event of power failure.	
2	Fixtures / signals inside car		
2.1	Hand rail	Stainless Steel Round Tubular of dia 38 mm on three sides	
2.2	Normal lighting	LED recessed type	
2.3	Emergency light and alarm bell (to security room)	With SMF battery operated with charger rated for 1 Hrs.	
2.4	Ventilation	Pressure Fan	
2.5	Operating buttons and indications	Full length stainless steel operating panel with following buttons and indications. LED Illuminated push buttons of microprocessor type corresponding to the floors served. Door open, Door close buttons Emergency stop button if Required as per IS standard. Emergency alarm button Two position key operated switch for 'with attendant' and 'without attendant' operation. Ventilation fan ON/OFF switch with auto OFF when there is no call after 120 seconds. Built in intercom of the hands free type. Dynamic car direction display Seven Segment LED type Digital Car position indicator Visual overload warning indicator	
2.6	Voice Synthesizer	Compulsory to be provided	
3	Landing signals		
3.1	Hall buttons	Self-illuminating micro-push type in hair line stainless steel facia plates	

3.2	Car Position	Digital indicator with direction of travel	
3.3	Hall gong	Up/down indicator with single stroke gong/chime at all landings	
4	Safety features		
4.1	Door safety	Electronic detectors Infra-red Screen Sensor.	
4.2	Buffer	Spring Buffer to be provided	
4.3	Overload protection	Overload protective device Overload non-starter.	
4.4	Over travel protection	Terminal and final limit switches to be provided	
4.5	Motor protection	Trip devices for: Over current Under voltage Over voltage Single phasing Earth leakage Phase reversal	
4.6	Interlocking of car and hoist way doors	To be provided as per specifications.	
5	Associated Civil and structural items	All civil and structural items of work associated with erection and operation of lifts shall be provided by the Contractor at his cost including following: Temporary Scaffolding and safety barricades for erection in and around lift hoist ways Bearing plates Buffer supports Facia plates Ladder in pits Safety railing on top of car Channels, separators, stretchers etc. Structural foundations etc.	
6	Fireman's switch	To be provided at GF	
7	Free Comprehensive Maintenance Period	ONE YEARS after completion of work and handing over of the Lifts in satisfactory operating condition.	
8	Dismantling of Existing Lift in LG&RD Complex, MoCC Islamabad	The Dismantling of existing lift shall be carried out by contractor without damaging the parts so that the same could be auctioned otherwise contractor shall be liable for any damage.	
09	Availability of Parts	Bidder must provide Guarantee of all major parts such as control panel, machine, emergency brake sealed bearing, spring	

		buffer, speed governor and safety Gear, Guide rails, door drive, ARD etc, in Pakistan.	
10	Performance Testing	Performance test for speed Governor (20 times at least) safety Gear(4 times at least) and buffer (6 times at least) as per EN code need to be ensured by Contractor	

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall complete Deliver & Installation of the goods 90 Days after Issuance of PO/ Contract signature.
Delivery Terms (INCOTERMS 2020)	DAP - Islamabad
Customs clearance (must be linked to INCOTERM)	<input checked="" type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	Ministry of Climate Change, LG&RD Complex, G-5/2 Islamabad
Distribution of shipping documents (if using freight forwarder)	N/A
Packing Requirements	N/A
Training on Operations and Maintenance	N/A
Warranty Period	Free Comprehensive Maintenance Period ONE YEARS after completion of work and handing over of the Lifts in satisfactory operating condition
After-sales service and local service support requirements	The parts must be ensured for at least 20 years lift expectancy
Preferred Mode of Transport	Choose an item.

ANNEX 2: QUOTATION SUBMISSION FORM - This form must be filled, signed and submitted with Bid

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	UNDP-RFQ-2021-288 – Supply & Installation of Passenger Lift	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 checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input checked="" 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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

institutions promoting such issues (If yes, provide a Copy)				
Is your company a member of the UN Global Compact	<input checked="" 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 Bidder must Provide 3 Contract/PO/or Completion Certificate for Supply & Installation of Passenger Lifts. (Irrelevant POs/Contract will not be considered eligible.				
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.

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 This form must be filled, signed and submitted with Bid

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	UNDP-RFQ-2021-288 – Supply & Installation of Passenger Lift	Date: Click or tap to enter a date.

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 (PKR)	Total price (PKR)
1.	Passenger Lift – As per Specifications mentioned in Annex-1	EA	1		
2.	Installation, Testing and Commissioning Cost	EA	1		
3.	Dismantling of Existing Lift in LG&RD Complex, MoCC Islamabad	Job	1		
Total Final and All-inclusive Price					

Note: The Total Bid Price must be inclusive of all applicable tax(s). UNDP will not provide any Tax or Import Exemption to local vendors.

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications (As per Annex 1)	<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 Delivery & Installation must be completed within 90 Days upon Issuance of Purchase Order	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements Free Comprehensive Maintenance Period ONE YEARS after completion of work and handing over of the Lifts in satisfactory operating condition.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

The parts must be ensured for at least 20 years lift expectancy			
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.