**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. |
| Actual 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? | Yes  No  If yes, insert UNGM Vendor Number |
| Quality Assurance Certification (e.g. ISO 9000 or Equivalent) *(If yes, provide a Copy of the valid Certificate):* | Yes  No |
| Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? *(If yes, provide a Copy of the valid Certificate):* | Yes  No |
| Does your Company have a written Statement of its Environmental Policy? *(If yes, provide a Copy)* | Yes  No |
| Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues *(If yes, provide a Copy)* | Yes  No |
| Is your company a member of the UN Global Compact | Yes  No |
| Bank Information | Bank Name: Click or tap here to enter text.  Bank Address: Click or tap here to enter text.  IBAN: Click or tap here to enter text.  SWIFT/BIC: Click or tap here to enter text.  Account Currency: Click or tap here to enter text.  Bank Account Number: Click or tap here to enter text. |
| References | Please provide at least 1 (one) positive recommendation letter from previous clients as per supplying of similar to this Specification equipment and contact details of respective clients. |

**Bidder’s Declaration**

| **Yes** | **No** |  |
| --- | --- | --- |
|  |  | **Requirements and Terms and Conditions:** I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them. |
|  |  | I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period. |
|  |  | **Ethics**: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer. |
|  |  | I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and wehave read the United Nations Supplier Code of Conduct: <https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct> and acknowledge that it provides the minimum standards expected of suppliers to the UN. |
|  |  | **Conflict of interest:** I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation’s Point of Contact. |
|  |  | **Prohibitions, Sanctions:** l/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. |
|  |  | **Bankruptcy**: l/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future. |
|  |  | **Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity. |
|  |  | I/We understand and recognize that you are not bound to accept any Quotation you receive, and wecertify that the goods offered in our Quotation are new and unused. |
|  |  | By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf. |

Signature:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

**ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS**

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

|  |  |  |
| --- | --- | --- |
| Name of Bidder: | Click or tap here to enter text. | |
| RFQ reference: | Click or tap here to enter text. | Date: Click or tap to enter a date. |

***Table 1. Conformity to the Specification***

**Lot 1.**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment and**  **Technical characteristics** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics**  *(Technical characteristics should not be less /more/worse as it is specified in the assignment)* |

|  |  |  |  |
| --- | --- | --- | --- |
| **1.1** | **Screw press (Clay grinder)**  Output, kg / hour, not less: 200  Voltage: ~380 V / 50 Hz  Output diameter, mm, not less: 40 |  |  |
| **1.2** | **Gypsum model laboratory machine**  Maximum diameter of model, mm: 500  Maximum diameter of faceplate, mm: 360  Rotation speed, rotations per minute, not less: 0…435  Voltage: ~380 V / 50 Hz |  |  |
| **1.3** | **Pottery wheel with electric drive**  Speed ​​control: foot pedal  Voltage: ~380 V / 50 Hz  Rotation speed, rotations per minute: not less 0…250  Directions of disc rotation: clockwise / counterclockwise  Disc diameter, mm, not less: 350  Disc material: stainless steel or aluminum  Rotation control: foot pedal |  |  |
| **1.4** | **Drying cabinet**  Volume of inner space, L, not less: 40  Working temperature range, ° С: 50…350  Time to reach highest temperature, min: not more 60  Uninterrupted working time, h: not less than 16  Voltage: ~380 V / 50 Hz |  |  |
| **1.5** | **Painting chamber equipped with ventilator, water or air curtain**  Material of the case: corrosion-resistant iron or polymer material  Outer dimensions, mm, not less: 790x790x1700  Dimensions of the inner working space, mm, not less: 670x512x750  Ventilator capacity, m3 per hour, not less: 1540  Voltage: ~380 V / 50 Hz  Not less, than 4 (four) metal legs  Height of the legs, mm: 700 - 800 |  |  |
| **1.6** | **Propeller stirrer**  Vessel volume, total, m3, not less: 0,25  Vessel volume, working, m3, not less: 0,20  Voltage: ~380 V / 50 Hz |  |  |
| **1.7** | **Ball mill for glazing in set with drums and milling agent**  Number of mill rotations, rotations per minute, at least: 55  Voltage: ~380 V / 50 Hz  Max. load on rollers, kg: 25  Number of drums, pcs, not less: 2  Max. Diameter of drum, mm: 300  Volume of drums, L, not less: 8 and 12  Material of drums: porcelain  Volume and number of drums:  • Not less 8 L drums: at least 2 pcs  • Not less 12 l drums: at least 2 pcs  Alumina content, %, not less: 75%  Milling agent: beads, 92% Al2O3 or analogue  Diameter range, mm: 15 – 30  Amount, kg, at least: 50 |  |  |

**Lot 2.**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment and**  **Technical characteristics** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics**  *(Technical characteristics should not be less /more/worse as it is specified in the assignment)* |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.1** | **Ball mill for clay**  Loading: from the front  Voltage: ~380 V / 50 Hz  Mode of operation: periodic  Maximal size of a material piece, mm: 8  Volume of the mill camera, L, not less: 50  Degree of milling agent filling, %: 35 - 50  Degree of raw material filling, %: 12 - 20  Types of milling: wet, dry |  |  |

**Lot 3.**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment and**  **Technical characteristics** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics**  *(Technical characteristics should not be less /more/worse as it is specified in the assignment)* |

|  |  |  |  |
| --- | --- | --- | --- |
| **3.1.** | **Laboratory hydraulic press**  Type: table  Press force, t, not less: 10  Road length, mm, not less: 175  Bed width, mm, not less: 500 |  |  |
| **3.2.** | **Manual press (lever mechanism) with set of nozzles**  Type: vertical  Maximum vessel load, kg: 2,5  Nozzles material: stainless steel  Nozzles type and quantities:   * cylindrical, not less 2 pcs * round, not less 2 pcs * square, not less 2 pcs * octangular, not less 2 pcs |  |  |

**Lot 4.**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment and**  **Technical characteristics** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics**  *(Technical characteristics should not be less /more/worse as it is specified in the assignment)* |

|  |  |  |  |
| --- | --- | --- | --- |
| **4.1** | **Magnetic separator**  Magnetic separator to clean glazing, daubs, slips, water and other process fluids |  |  |

**Lot 5.**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment and**  **Technical characteristics** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics**  *(Technical characteristics should not be less /more/worse as it is specified in the assignment)* |

|  |  |  |  |
| --- | --- | --- | --- |
| **5.1** | **Vibrating screen**  Diameter of the working surface, mm, not less: 500  Oscillation frequency, Hz, not less: 47  Voltage: ~380 V / 50 Hz |  |  |
| **5.2** | **Dehydrator (filter-press)**  Weight of one download, kg, not less: 20  Frame diameter, mm, not less: 270  Voltage: ~380 V / 50 Hz  Drive of frame hydraulic clamping: manual |  |  |

**Lot 6.**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment and**  **Technical characteristics** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics**  *(Technical characteristics should not be less /more/worse as it is specified in the assignment)* |

|  |  |  |  |
| --- | --- | --- | --- |
| **6.1** | **Desktop device for rolling ceramic mass**  Length, mm, not less: 580  Width, mm, not less: 500  Height, mm, not less: 160 |  |  |

**Lot 7.**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Name of equipment and**  **Technical characteristics** | **Conformity**  **(Yes/No)** | **Offered Brand, Model and Exact characteristics**  *(Technical characteristics should not be less /more/worse as it is specified in the assignment)* |

|  |  |  |  |
| --- | --- | --- | --- |
| **7.1** | **Electric laboratory muffle furnace**  Loading: front  Volume of workplace, L: not less 12  Firing temperature (operating), °С: not less 1360  Power, kWt: not more, than 4  Voltage: ~380 V / 50 Hz  Opening: door to the left  Thermocouple material: platinum  (P / P - platinum / platinum or P / R platinum / rhodium);  Control system: electronic temperature programmer |  |  |

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

**Lot 1:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **1.1** | Screw press (Clay grinder)  **Indicate Brand, Model and parameters** | **1** |  |  |
| **1.2** | Gypsum model laboratory machine  **Indicate Brand, Model and parameters** | **1** |  |  |
| **1.3** | Pottery wheel with electric drive  **Indicate Brand, Model and parameters** | **5** |  |  |
| **1.4** | Drying cabinet  **Indicate Brand, Model and parameters** | **1** |  |  |
| **1.5** | Painting chamber equipped with ventilator, water or air curtain  **Indicate Brand, Model and parameters** | **1** |  |  |
| **1.6** | Propeller stirrer  **Indicate Brand, Model and parameters** | **1** |  |  |
| **1.7** | Ball mill for glazing in set with drums and milling agent  **Indicate Brand, Model and parameters** | **1** |  |  |
| **1.8** | **Delivery** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

**Lot 2:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **2.1** | Ball mill for clay  **Indicate Brand, Model and parameters** | **1** |  |  |
| **2.2** | **Delivery** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

**Lot 3:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **3.1** | Laboratory hydraulic press  **Indicate Brand, Model and parameters** | **1** |  |  |
| **3.2** | Manual press (lever mechanism) with set of nozzles  **Indicate Brand, Model and parameters** | **1** |  |  |
| **3.3** | **Delivery** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

**Lot 4:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **4.1** | Magnetic separator  **Indicate Brand, Model and parameters** | **1** |  |  |
| **4.2** | **Delivery** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

**Lot 5:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **5.1** | Vibrating screen  **Indicate Brand, Model and parameters** | **1** |  |  |
| **5.2** | Dehydrator (filter-press)  **Indicate Brand, Model and parameters** | **1** |  |  |
| **5.3** | **Delivery** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

**Lot 6:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **6.1** | Desktop device for rolling ceramic mass  **Indicate Brand, Model and parameters** | **1** |  |  |
| **6.2** | **Delivery** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

**Lot 7:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Product name and specification requirements** | **Quantity of units (pcs)** | **Unit price, without VAT, indicate currency** | **Total cost, without VAT, indicate currency** |
| **7.1** | Electric laboratory muffle furnace **Indicate Brand, Model and parameters** | **1** |  |  |
| **7.2** | **Delivery** | **1** |  |  |
| **TOTAL without VAT, indicate currency** | | | |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | **You Responses** | | |
| **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Minimum Technical Specifications |  |  | Click or tap here to enter text. |
| Delivery Term (INCOTERMS 2020):  **DDP, Sloviansk Multidisciplinary Regional Center of Vocational Education named after P.F. Kryvonos, 5 Gagarin Street, Sloviansk, Donetsk Oblast, Ukraine.** |  |  | Click or tap here to enter text. |
| Delivery Lead Time (Delivery of equipment must be carried out within **90 (ninety)** calendar days from PO/Contact signature date) |  |  | Click or tap here to enter text. |
| The warranty period for all equipment must be not less than 12 (twelve) months. |  |  | Click or tap here to enter text. |
| Availability of warranty service in Ukraine |  |  | Click or tap here to enter text. |
| Validity of Quotation (min. 60 days) |  |  | Click or tap here to enter text. |
| Payment terms |  |  | Click or tap here to enter text. |

|  |  |
| --- | --- |
| I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted. | |
| *Exact name and address of company*  Company Name: Click or tap here to enter text.  Address: Click or tap here to enter text.  Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised  Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |