



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: UNDP/LED/349/2021	Date: 09 November 2021
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods and services to deliver the equipment as follows:

Lot 1 – Multi-needle embroidery machines with accessories (2 machines with accessories),

Lot 2 – Sewing machines with accessories (7 machines with accessories), ironing systems (2 systems)

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 1: Schedule of Requirements, 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: **VERA NIKANCHYK**

Name: Vera Nikanchyk

Title: Procurement Assistant

Date: 09 November 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>17.00 Minsk time, November 25, 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>
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.by@undp.org</p> <ul style="list-style-type: none"> ▪ File Format: PDF ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 10MB ▪ Mandatory subject of email: UNDP_LED_349_2021 ▪ 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</p>

	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</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 calendar days;</p> <p><input checked="" type="checkbox"/> Others: Liquidated damages shall come to 0.1% from the contract value for each overdue day provided that overdue is less than 30 calendar days</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"/> US dollars (USD)</p> <p><input checked="" type="checkbox"/> EURO</p> <p><input checked="" type="checkbox"/> BYN</p> <p>Payment under the contract will be made exclusively in the currency indicated in the offer. During the financial assessment, UNDP will convert all prices quoted in various currencies into US dollars at the official UN exchange rate in effect on the last day for submission of offers.</p>
Joint Venture, Consortium	<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</p>

or Association	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"/> be exclusive of VAT and other applicable indirect taxes: <u>quotations from Bidders - non-residents of the Republic of Belarus</u> <input checked="" type="checkbox"/> be inclusive of VAT and other applicable indirect taxes: <u>if the quotation is submitted by the resident of the Republic of Belarus, VAT, if applicable, must be indicated in the quotation.</u> Bidders' quotations will be compared excluding VAT.
Language of quotation	Language of the quotation – Russian or English. Including documentation including catalogues, instructions and operating manuals.
Documents to be submitted	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 (Financial Offer shall be completed only for the lot for which the Bidder submits its proposal) duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 <input type="checkbox"/> Company Profile. X Company's Registration certificate; X List and value of projects (at least 3) performed for the last 3 years plus client's contact details who may be contacted for further information on those contracts as per the template in Annex 2; X List and value of ongoing Projects with UNDP and other national/multi-national organization with contact details of clients and current completion ratio of each ongoing project (indicated in Annex 2);

	<p>X Statement of satisfactory Performance (Certificates) from top clients in terms of Contract value in similar field (at least 2 (two)), including clients' names and their contact information.</p> <p><input type="checkbox"/> Completed and signed CVs for the proposed key Personnel;</p> <p><input checked="" type="checkbox"/> Other</p> <ul style="list-style-type: none"> • duly completed technical specification form as per Annex 1 (shall be completed only for the lot for which the Bidder submits its proposal); • Documents confirming the compliance of the proposed goods with the requirements specified in Annex 1 (technical specifications, technical data of the proposed product in the form of catalogues / technical brochures / product passport, etc.); • Certificate of Conformity with the Technical Regulations of Eurasian Economic Union (Customs Union), valid at least till 30 April 2022. If such certification is not available on the last day of submission of bids the Bidder must submit a letter of commitment to provide such Certificate prior to signing the Contract; • A copy of a valid ISO 9001 or similar certificate issued to the manufacturer of the goods, confirming the existence of a certified quality management system for development and / or production, applicable to the production of the offered goods (if any); other documentary evidence (including certificates and declarations) confirming the quality (if any); • Manufacturer's Authorization of the Bidder as a Sales Agent / Distributor in the country (if the Bidder is not the manufacturer); • Documents confirming availability of support, warranty and after-sales service facility in Belarus and confirmation that warranty and after-sales support for the proposed goods will be provided by the service facility in Belarus; • A certificate from the bank about the absence of debt will be requested from the winner of the auction
Quotation validity period	Quotations shall remain valid for 90 (ninety) calendar 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>Proposal may be submitted for any separate lot or for both lots. Technical specification as per Annex 1 and Financial Offer as per Annex 3 shall be completed for the lot for which proposal is submitted.</p> <p>Partial quotes within each lot:</p> <p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p> <p>Equipment must be supplied in a complete set announced by the manufacturer, in accordance with Technical specification</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	<input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. <input type="checkbox"/> Other
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection: the supplied equipment will be checked at the place of delivery by the Customer's specialists and specialists of the end user for compliance with the declared quality and technical specification. If the product does not meet the contractual specifications, the supplier must take prompt action to remedy the deficiency, rectify any defect, or replace any defective part or all of the defective product at its own expense. <input type="checkbox"/> Passing all Testing [specify standard, if possible] <input type="checkbox"/> Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible X Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements. UNDP will sign the goods acceptance document after confirmation that the goods meet the specification and performance requirements. <input type="checkbox"/> Others [pls. specify]
Contact Person for correspondence, notifications and clarifications	E-mail address: yuliya.vaskova@undp.org <i>Yuliya Vaskova, Procurement Specialist, UNDP Project "Support to Economic Development at the Local Level in the Republic of Belarus"</i> Attention: Quotations shall not be submitted to this address but to the address for quotation submission 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 2 (two) working days before the submission deadline. Responses to request for clarification will be communicated <u>in written by e-mail</u> . Any amendment to the RFQ shall be posted here: https://www.by.undp.org/content/belarus/ru/home/procurement.html
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input checked="" type="checkbox"/> Other: evaluation of technical and financial proposals will be done <u>within each lot separately</u> . VAT included in the offer price. Price offers of non-resident bidders of the Republic of Belarus must not contain VAT. In the case of price offers from residents of the Republic of Belarus, VAT, if included, must be indicated in the price offer. In this case, VAT, if any, will be paid to the contractor and reimbursed to UNDP by the Ministry of Finance of the Republic of Belarus. Quotations will be compared excluding VAT.
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"/> Comprehensiveness of after-sales services <input type="checkbox"/> Earliest Delivery /shortest lead time <input checked="" type="checkbox"/> Others: provision of full set of required proposal documents

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"/> Contract Face Sheet (Goods and-or Services) <input type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]
Expected date for contract award.	15 December 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.

ANNEX 1: SCHEDULE OF REQUIREMENTS

The equipment is being procured within project "Support to Economic Development at the Local Level in the Republic of Belarus", funded by the European Union and implemented by the United Nations Development Programme in partnership with the Ministry of Economy of the Republic of Belarus.

Lot 1 – multi-needle embroidery machines with accessories (2 machines with accessories)

Procurement is realized within implementation of the following entrepreneurial initiatives supported by the project: № 20-726 "Ya ne poteryayus' ili dizajnerskie utyazhelyonnye zhiletly dlya detej s autizmom" [I WILL NOT LOSE or designer weighted vests for children with autism], № 20-878 "Novyj rubezh" [New frontier].

General requirements and purpose of procurement: procurement of the embroidery machine within implementation of the initiative № 20-726 "Ya ne poteryayus' ili dizajnerskie utyazhelyonnye zhiletly dlya detej s autizmom" [I WILL NOT LOSE or designer weighted vests for children with autism] is required for manufacture of designer weighted vests and sensory bags made of special tough fabric for children with autism and children with psychophysical disabilities at the manufacturing facility located in Orsha district of Vitebsk region.

Procurement of the embroidery machine within implementation of the initiative № 20-878 "Novyj rubezh" [New frontier] is required to expand the range of products manufactured by the enterprise producing souvenir and promo goods (T-shirts, baseball caps, promotional bags, etc.) from natural fabrics (linen, cotton, textiles, mixed fabrics) with elements of national features, located in Baran, Vitebsk region.

Item to be Supplied and Quantity	Description / Specifications of Goods (according to the RFQ) and General Requirements	Statement of Compliance with Specifications (according to the RFQ) and General Requirements <i>Comply / Does not comply</i>	Description / Specifications of Goods (according to the purchase order) and Related Services <i>Please indicate parameters of the offered goods as below</i>
I. Technical Specifications:			
1. Embroidery machine – 1 pcs.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	1. Type: computerized, industrial one-head machine for embroidery on end-product, including caps, baseball caps, T-shirts and other tough fabric		<i>Please indicate the offered parameters:</i>
	2. Number of needles: at least 10		<i>Please indicate the offered parameters:</i>
	3. Sewing speed: at least 400 stitches / min	-	<i>Please indicate the offered parameters:</i>
	4. System of automatic thread cutting: availability		<i>Please indicate the offered parameters:</i>

	5. Thread break sensor: availability		<i>Please indicate the offered parameters:</i>
	6. Display: color, touch screen		<i>Please indicate the offered parameters:</i>
	7. PC connection interface: USB; function of downloading embroidery programs from a USB-carrier; reading information from SD memory card		<i>Please indicate the offered parameters:</i>
	8. Software that allows to develop custom embroidery designs for the machine		<i>Please indicate the offered parameters:</i>
2. Embroidery machine – 1 pcs.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	1. Type: computerized, one-head, 10-needle embroidery machine		<i>Please indicate the offered parameters:</i>
	2. Sewing area: at least 310 x 200 mm.		<i>Please indicate the offered parameters:</i>
	3. Number of needles: 10 pcs.		<i>Please indicate the offered parameters:</i>
	4. Number of built-in embroidery designs: at least 110		<i>Please indicate the offered parameters:</i>
	5. Maximum sewing speed: 1000 stitches / min.		<i>Please indicate the offered parameters:</i>
	6. Cylindrical platform for embroidery on end products (at least on baseball caps): availability		<i>Please indicate the offered parameters:</i>
	7. Display: color, touch screen		<i>Please indicate the offered parameters:</i>
	8. Function of automatic upper and lower thread cutting: availability		<i>Please indicate the offered parameters:</i>
	9. PC connection interface: USB		<i>Please indicate the offered parameters:</i>
10. Weight: no more than 50 kg.		<i>Please indicate the offered parameters:</i>	
II. General Requirements:			
1. Operation and maintenance manual, technical passport, warranty booklet: in Russian (to be supplied with the goods)			<i>Please enumerate the documents as part of a package deal and their language:</i>

<p>2. Year of manufacture: brand new, not being used or repaired, refurbished or rehabilitated</p>		<p><i>Please indicate year of manufacture and confirm that the equipment is brand new:</i></p>
<p>3. Delivery: delivery of all necessary equipment and components is carried out by the Contractor on the following terms:</p> <ul style="list-style-type: none"> - embroidery machine (as per item 1 of Technical Specification) - DAP Orsha, Vitebsk region, Republic of Belarus (INCOTERMS 2010), or Delivery Terms (Delivery to the Purchaser's warehouse): Delivery by the Contractor's transport and at the Contractor's cost to <i>Vitebsk region, Orsha district, v. Dachnaya, Parkovaya str. 66</i> (for the delivery from the territory of the Republic of Belarus); - embroidery machine (as per item 2 of Technical Specification) - DAP Orsha, Vitebsk region, Republic of Belarus (INCOTERMS 2010), or Delivery Terms (Delivery to the Purchaser's warehouse): Delivery by the Contractor's transport and at the Contractor's cost to <i>Zarechnaya str. 4; 211011 Baran', Vitebsk region</i> (for the delivery from the territory of the Republic of Belarus). <p>The supplied equipment will be checked at the place of delivery by the Customer's specialists and technical specialists of the end user for compliance with the declared quality and technical specification.</p>		<p><i>Please confirm the terms of delivery:</i></p>
<p>4. Warranty:</p> <ul style="list-style-type: none"> - Warranty for equipment for a period of at least 12 (twelve) months from the date of acceptance of the goods by UNDP in an authorized service center certified by the manufacturer; - After acceptance of the goods by UNDP, the right to use the warranty obligations for the goods passes from UNDP to the End User of the goods: - <i>1st embroidery machine as per item 1 of the Technical Specification - LLC «CEA»,</i> - <i>2nd embroidery machine as per item 1 of the Technical Specification - Unitary enterprise "Baran'skie Arabeski".</i> 		<p><i>Please confirm the terms and indicate the warranty period:</i></p>
<p>5. Warranty Service Requirements:</p> <ul style="list-style-type: none"> - availability of a service center on the territory of the Republic of Belarus authorized and certified by the manufacturer; - the Contractor shall ensure warranty repairs, restoration of normal functioning of the Goods and replacement of faulty parts of the supplied Goods at the request of the Purchaser or the End-user within 30 calendar days upon receipt of such request. The Contractor guarantees that during the warranty period transportation of the Goods and parts and units of the Goods from the place of the Goods operation to the service center of the Contractor / authorized local representative of the Contractor and back to the place of operation in order to perform warranty repairs and servicing, if required, shall be done at the Contractor's cost 		<p><i>Please indicate the name and address of the service center that provides warranty service of the sewing equipment:</i></p> <p><i>Please indicate the period of restoration of goods operation or its replacement:</i></p>

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.

Lot 2 – Sewing machines with accessories (7 machines with accessories), ironing systems (2 systems)

Procurement is realized within implementation of the following entrepreneurial initiatives supported by the project: № 20-726 “Ya ne poteryayus’ ili dizajnerskie utyazhelyonnye zhiletly dlya detej s autizmom” [I WILL NOT LOSE or designer weighted vests for children with autism], №20-832 “Rasshiredyatel’nostiatel’epoindividual’nomuposhivuodezhdynazakaz “TRIS”” [Expansion of activities of TRIS atelier for individual tailoring of clothes to order "TRIS"], № 20-878 “Novyj rubezh” [New frontier].

General requirements and purpose of procurement: procurement of the equipment within implementation of the initiative № 20-726 “Ya ne poteryayus’ ili dizajnerskie utyazhelyonnye zhiletly dlya detej s autizmom” [I WILL NOT LOSE or designer weighted vests for children with autism] is required for manufacture of designer weighted vests and sensory bags made of special tough fabric for children with autism and children with psychophysical disabilities at the manufacturing facility located in Orsha district of Vitebsk region.

Procurement of the equipment within implementation of the initiative №20-832 Rasshiredyatel’nostiatel’epoindividual’nomuposhivuodezhdynazakaz “TRIS”” [Expansion of activities of TRIS atelier for individual tailoring of clothes to order "TRIS"] will expand the range of services, improve the quality of services, and reduce the lead time of the atelier located in Molodechno of Minsk region.

Procurement of the equipment within implementation of the initiative № 20-878 “Novyj rubezh” [New frontier] is required to expand the range of products manufactured by the enterprise producing souvenir and promo goods (T-shirts, baseball caps, promotional bags, etc.) from natural fabrics (linen, cotton, textiles, mixed fabrics) with elements of national features, located in Baran, Vitebsk region.

Item to be Supplied and Quantity	Description / Specifications of Goods (according to the RFQ) and General Requirements	Statement of Compliance with Specifications (according to the RFQ) and General Requirements <i>Comply / Does not comply</i>	Description / Specifications of Goods (according to the purchase order) and Related Services <i>Please indicate parameters of the offered goods as below</i>
I. Technical Specifications:			
1. Sewing machine for quilting – 1 pcs.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods:</i> <i>Model: _____</i> <i>Manufacturer: _____</i> <i>Country of origin: _____</i>
	1. Type: sewing computerized quilting machine		<i>Please indicate the offered parameters:</i>
	2. Number of operating modes: at least 350		<i>Please indicate the offered parameters:</i>
	3. Stitch length adjustment: maximum stitch length at least 5 mm		<i>Please indicate the offered parameters:</i>
	4. Stitch width adjustment: maximum stitch width at least 7 mm		<i>Please indicate the offered parameters:</i>

	5. Twin needle sewing		<i>Please indicate the offered parameters:</i>
	6. The function of disabling of the bottom conveyor for sewing curly appliqués		<i>Please indicate the offered parameters:</i>
	7. The number of operating modes for making buttonholes (types of buttonholes): at least 12		<i>Please indicate the offered parameters:</i>
	8. Function of sewing without pedal: availability		<i>Please indicate the offered parameters:</i>
	9. Screen: availability		<i>Please indicate the offered parameters:</i>
2. Sewing machine – 1 pc.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	1. Type: computerized sewing machine for quilting (embroidery)		<i>Please indicate the offered parameters:</i>
	2. Number of operations performed: at least 350		<i>Please indicate the offered parameters:</i>
	3. The function of deactivation of lower fabric feed for free motion stitching		<i>Please indicate the offered parameters:</i>
	4. Free-motion stitch foot: availability		<i>Please indicate the offered parameters:</i>
	5. Screen: availability		<i>Please indicate the offered parameters:</i>
3. Coverstitch sewing machine – 1 pcs.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	1. Type: flatbed electromechanical coverstitch sewing machine		<i>Please indicate the offered parameters:</i>
	2. Number of needles: 3 pcs		<i>Please indicate the offered parameters:</i>
	3. Number of threads: 5 pcs.		<i>Please indicate the offered parameters:</i>
	4. Stitch length adjustment		<i>Please indicate the offered parameters:</i>
	5. Table for the installation of the proposed machine model: to be supplied with a machine		<i>Please indicate the offered parameters:</i>

	6. Built-in servo motor: availability		<i>Please indicate the offered parameters:</i>
4. Embroidery machine – 1 pcs.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	1. Type: computerized, embroidery		<i>Please indicate the offered parameters:</i>
	2. Types of fabric sewn by the machine: from thin and fine fabric (natural silk) to extra-dense (woolen cloth, genuine leather)		<i>Please indicate the offered parameters:</i>
	3. Built-in top fabric conveyor (with a dual feed system): availability		<i>Please indicate the offered parameters:</i>
	3. Number of operations performed: at least 690 types		<i>Please indicate the offered parameters:</i>
	4. Buttonhole: at least 15 types (automatic)		<i>Please indicate the offered parameters:</i>
	5. Maximum size of embroidery: at least 200 × 400 mm		<i>Please indicate the offered parameters:</i>
	6. Size of free arm platform (distance to the right of the needle): at least 250 mm		<i>Please indicate the offered parameters:</i>
	7. PC connections for downloading embroidery programs: availability of USB port		<i>Please indicate the offered parameters:</i>
	8. Power: at least 100 W		<i>Please indicate the offered parameters:</i>
9. Software that allows to develop custom embroidery designs on a PC in a format read by an embroidery machine		<i>Please indicate the offered parameters:</i>	
10. Table for installation of the proposed machine model: to be supplied with a machine		<i>Please indicate the offered parameters:</i>	
5. Sewing machine – 1 pcs.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	1. Type: computerized		<i>Please indicate the offered parameters:</i>
	2. Types of fabric sewn by the machine: from thin and fine fabric		<i>Please indicate the offered parameters:</i>

	(natural silk) to extra-dense (woolen cloth, genuine leather)		
	3. Built-in top fabric conveyor (with a dual feed system): availability		<i>Please indicate the offered parameters:</i>
	4. Loop-taker (shuttle): horizontal, rotary		<i>Please indicate the offered parameters:</i>
	5. Number of operations performed: at least 350 types		<i>Please indicate the offered parameters:</i>
	6. Buttonhole: automatic, at least 20 types		<i>Please indicate the offered parameters:</i>
	7. Size of free arm platform: (distance to the right of the needle): at least 300 mm		<i>Please indicate the offered parameters:</i>
	8. Power: at least 85 W		<i>Please indicate the offered parameters:</i>
	9. Table for installation of the proposed machine model: to be supplied with a machine		<i>Please indicate the offered parameters:</i>
6. Sewing machine – 1 pcs.	Model, manufacturer, country of origin	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	1. Type: lockstitch, computerized		<i>Please indicate the offered parameters:</i>
	2. Types of fabric sewn by the machine: lightweight, mediumweight, heavyweight, knitted fabric		<i>Please indicate the offered parameters:</i>
	3. Stitch width adjustment: maximum stitch width at least 7 mm.		<i>Please indicate the offered parameters:</i>
	4. Stitch length adjustment: maximum stitch length at least 5 mm.		<i>Please indicate the offered parameters:</i>
	5. Number of stitch types: at least 340		<i>Please indicate the offered parameters:</i>
	6. Buttonhole mode: at least 9 types of buttonholes		<i>Please indicate the offered parameters:</i>
	7. Built-in alphabet for letter embroidery on fabric: at least Latin, Russian		<i>Please indicate the offered parameters:</i>
	8. Adjustment of height of the sewing foot lift: maximum height lift of sewing foot is at least 10 mm		<i>Please indicate the offered parameters:</i>
	9. Screen: availability		<i>Please indicate the offered parameters:</i>
	10. Working surface: at least 25 cm to the right of the needle		<i>Please indicate the offered parameters:</i>
	11. Work surface lighting: LED		<i>Please indicate the offered parameters:</i>
	12. Automatic thread cutting function: availability		<i>Please indicate the offered parameters:</i>

7. Overlock machine - 1 pcs.	Model, manufacturer, country of origin	-	Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____
	1. Type of fabric sewn by the machine: at least mediumweight, heavyweight fabric		<i>Please indicate the offered parameters:</i>
	2. Number of needles: 2 pcs.		<i>Please indicate the offered parameters:</i>
	3. Distance between needles: at least 2 mm.		<i>Please indicate the offered parameters:</i>
	4. Number of threads: 4 pcs.		<i>Please indicate the offered parameters:</i>
	5. Stitch width adjustment: maximum stitch width is at least 4 mm		<i>Please indicate the offered parameters:</i>
	6. Stitch length adjustment: maximum stitch length is at least 4 mm		<i>Please indicate the offered parameters:</i>
	7. Maximum sewing speed: at least 6500 stiches / min.		<i>Please indicate the offered parameters:</i>
	8. Height of the sewing foot lift: at least 6 mm		<i>Please indicate the offered parameters:</i>
	9. Servomotor: availability		<i>Please indicate the offered parameters:</i>
	10. Recessed overlock table: to be supplied with overlock		<i>Please indicate the offered parameters:</i>
8. Ironing system - 1 pcs.	Model, manufacturer, country of origin	-	Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____
	1. Type: ironing system, consisting of an ironing board with a steam blowing and suction function, a steam generator, an iron, an ironing arm		<i>Please indicate the offered parameters:</i>
	2. Working surface of board: at least 120 x 44 cm.		<i>Please indicate the offered parameters:</i>
	3. Availability of steam supply regulator, maximum steam pressure: at least 5.0 bar		<i>Please indicate the offered parameters:</i>
	4. Volume of water tank of steam generator: at least 1 litre		<i>Please indicate the offered parameters:</i>
	5. Operational readiness: no more than 4 min		<i>Please indicate the offered parameters:</i>
	6. Ironing arm: availability		<i>Please indicate the offered parameters:</i>
	7. System weight: no more than 30 kg.		<i>Please indicate the offered parameters:</i>
9. Ironing board with a steam generator - 1 pcs.	Model, manufacturer, country of origin	-	Please indicate for the offered Goods: Model: _____ Manufacturer: _____

		Country of origin: _____
	1. Type: ironing system, consisting of an ironing board with a steam blowing and suction function, a steam generator, an iron, an ironing arm	<i>Please indicate the offered parameters:</i>
	2. Voltage: 220-230V	<i>Please indicate the offered parameters:</i>
	3. Volume of steam generator (steam boiler): no more than 2,5 litre	<i>Please indicate the offered parameters:</i>
II. General Requirements:		
1. Operation and maintenance manual, technical passport, warranty booklet: in Russian (to be supplied with goods)		<i>Please enumerate the documents as part of a package deal and their language:</i>
2. Year of manufacture: brand new, not being used or repaired, refurbished or rehabilitated		<i>Please indicate year of manufacture and confirm that the equipment is brand new:</i>
3. Delivery: delivery of all necessary equipment and components is carried out by the Contractor on the following terms: <ul style="list-style-type: none"> - <u>sewing machines (as per items 4, 5 of Technical Specification) - DAP Molodechno</u>, Minsk region, Republic of Belarus (INCOTERMS 2010), or Delivery Terms (Delivery to the Purchaser's warehouse): Delivery by the Contractor's transport and at the Contractor's cost to <i>Budavnikov str. (Stroitelej), 1; 222307 Molodechno, Minsk region</i> (for the delivery from the territory of the Republic of Belarus); - <u>sewing machines (as per items 6, 7 of the Technical specification), ironing system (as per item 8 of the Technical Specification) - DAP Orsha</u>, Vitebsk region, Republic of Belarus (INCOTERMS 2010), or Delivery Terms (Delivery to the Purchaser's warehouse): Delivery by the Contractor's transport and at the Contractor's cost to <i>Zarechnaya str. 4; 211011 Baran', Vitebsk region</i> (for the delivery from the territory of the Republic of Belarus); - <u>sewing machines (as per items n. 1-3 of Technical Specification), ironing board with a steam generator (as per item 9 of Technical Specification) - DAP Orsha</u>, Vitebsk region, Republic of Belarus (INCOTERMS 2010), or Delivery Terms (Delivery to the Purchaser's warehouse): Delivery by the Contractor's transport and at the Contractor's cost to <i>Vitebsk region, Orsha district, v. Dachnaya, Parkovaya str. 66</i> (for the delivery from the territory of the Republic of Belarus). <p>The supplied equipment will be checked at the place of delivery by the Customer's specialists and technical specialists of the end user for compliance with the declared quality and technical specification.</p>		<i>Please confirm the terms of delivery:</i>

<p>4. Warranty:</p> <ul style="list-style-type: none"> - Warranty for equipment for a period of at least 12 (twelve) months from the date of acceptance of the goods by UNDP in an authorized service center certified by the manufacturer; - After acceptance of the goods by UNDP, the right to use the warranty obligations for the goods passes from UNDP to the End User of the goods: - sewing machines as per items 4, 5 of Technical Specification - Individual entrepreneur Sadovskaya S.S., - sewing machines as per items 6, 7 of the Technical specification, ironing system as per item 8 of the Technical Specification - Unitary enterprise "Baran'skie Arabeski", - sewing machines (as per items n. 1-3 of Technical Specification), ironing board with a steam generator (as per item 9 of Technical Specification) – LLC "CEA" 		<p><i>Please confirm the terms and indicate the warranty period:</i></p>
<p>5. Warranty Service Requirements:</p> <ul style="list-style-type: none"> - availability of a service center on the territory of the Republic of Belarus authorized and certified by the manufacturer; - the Contractor shall ensure warranty repairs, restoration of normal functioning of the Goods and replacement of faulty parts of the supplied Goods at the request of the Purchaser or the End-user within 30 calendar days upon receipt of such request. The Contractor guarantees that during the warranty period transportation of the Goods and parts and units of the Goods from the place of the Goods operation to the service center of the Contractor / authorized local representative of the Contractor and back to the place of operation in order to perform warranty repairs and servicing, if required, shall be done at the Contractor's cost 		<p><i>Please indicate the name and address of the service center that provides warranty service of the sewing equipment:</i></p> <p><i>Please indicate the period of restoration of goods operation or its replacement:</i></p>

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 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 1, 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/LED/349/2021	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: at least three contracts performed for supply of analogous equipment within last 3 years				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity (dates of equipment supply)	Types of activities undertaken

List and value of <u>ongoing</u> Projects with UNDP and other national/multi-national organization with contact details of clients and current completion ratio of each ongoing project (if any)				
Name of current contracts with UNDP and other national/multi-national organization	Client & Reference Contact Details including e-mail	Contract Value (indicate currency)	Period of activity from/to (month/year)	Current completion rate of each project, %

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.

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

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	UNDP/LED/349/2021	Date: Click or tap to enter a date.

Lot 1 - multi-needle embroidery machines with accessories (2 machines with accessories)

Currency of the Quotation: <i>(indicate currency)</i>					
INCOTERMS: Delivery by the Contractor's transport and at the Contractor's cost to the destinations listed in Annex 1					
Item No	Description	UOM	Qty	Unit price	Total price without VAT
1.1	Embroidery machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 1, item 1) Model: _____	Pcs.	1		
1.2	Software (as per Technical Specification of Annex 1: Schedule of requirements – lot 1, item 1)	Pcs.	1		
2.	Embroidery machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 1, item 2) Model: _____	Pcs.	1		
Transportation / delivery cost					
				VAT*	
Total Final and All-inclusive Price (with VAT)*					
Delivery lead time (days)					

* The price quotations of the Offerors, non-residents of the Republic of Belarus shall not include VAT. In the price quotations of the Offerors, residents of the Republic of Belarus, VAT, if included, shall be clearly indicated in the price quotation. The price quotations of the Offerors will be compared without VAT.

Note:

1. Transportation and delivery on to the destinations listed in Annex 1

2. Total Final and All-Inclusive Price Quotation must include supply and delivery of equipment on DAP terms (Incoterms 2010), warranty and all other charges as appropriate.

We hereby declare and confirm that the Goods offered hereinabove are brand new, not used (operated), shall not be a sample or experimental batch, and shall not be assembled from the restored or rehabilitated parts, units or items.

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.

Lot 2 – Sewing machines with accessories (7 machines with accessories), ironing systems (2 systems)

Currency of the Quotation: <i>(indicate currency)</i>					
INCOTERMS: Delivery by the Contractor's transport and at the Contractor's cost to the destinations listed in Annex 1					
Item No	Description	UOM	Qty	Unit price	Total price without VAT
1.	Sewing machine for quilting (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 1) Model: _____	Pcs.	1		
2.	Sewing machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 2) Model: _____	Pcs.	1		
3.1.	Coverstitch sewing machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 3) Model: _____	Pcs.	1		
3.2.	Table for the installation of the proposed machine model (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 3) Model: _____	Pcs.	1		
4.1.	Embroidery machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 4) Model: _____	Pcs.	1		
4.2.	Table for the installation of the proposed machine model (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 4) Model: _____	Pcs.	1		
4.3.	Software (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 4)	Pcs.	1		
5.1.	Sewing machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 5) Model: _____	Pcs.	1		
5.2.	Table for installation of the proposed machine model (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 5) Model: _____	Pcs.	1		

6.	Sewing machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 6) Model:_____	Pcs.	1		
7.1.	Overlock machine (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 7) Model:_____	Pcs.	1		
7.2.	Recessed overlock table (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 7) Model:_____	Pcs.	1		
7.3	Servomotor (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 7) Model:_____	Pcs.	1		
8.	Ironing system (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 8) Model:_____	Pcs.	1		
9.	Ironing board with a steam generator (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 9) Model:_____	Pcs.	1		
Transportation / delivery cost					
				VAT*	
				Total Final and All-inclusive Price (with VAT)*	
				Delivery lead time (days)	

* The price quotations of the Offerors, non-residents of the Republic of Belarus shall not include VAT. In the price quotations of the Offerors, residents of the Republic of Belarus, VAT, if included, shall be clearly indicated in the price quotation. The price quotations of the Offerors will be compared without VAT.

Note:

1. Transportation and delivery on to the destinations listed in Annex 1

2. Total Final and All-Inclusive Price Quotation must include supply and delivery of equipment on DAP terms (Incoterms 2010), warranty and all other charges as appropriate.

We hereby declare and confirm that the Goods offered hereinabove are brand new, not used (operated), shall not be a sample or experimental batch, and shall not be assembled from the restored or rehabilitated parts, units or items.

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.

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Compliance with Minimum Technical Specifications listed in Annex 1	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS) DAP or Delivery to the Purchaser's warehouse for the delivery from the territory of the Republic of Belarus (delivery destinations are listed in the Annex 1)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time During maximum 120 calendar days from the date of the Contract signing	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements Requirements listed in Annex 1: Schedule of Requirements of this RFQ.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation Quotation remains valid for 90 (ninety) calendar days from the deadline for the submission of Quotation.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms 100% during 30 calendar days after the acceptance of the equipment by UNDP	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Supply of equipment in a complete set announced by the manufacturer, in accordance with Technical specification	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Full acceptance of the General Conditions of Contract	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Availability of completed proposal documents, listed in 'Documents to be submitted' of the SECTION 2: RFQ INSTRUCTIONS AND DATA	<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.