REQUEST FOR QUOTATION (RFQ)

RFQ Reference: RFQ-21-057 Date: 08 December 2021

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for “Supply, and Delivery of Fabrication Laboratory Equipment for Socio- Economic Covid-19 Recovery Project in Khartoum State” as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter
Section 2: RFQ Instructions and Data
Annex 1: Schedule of Requirements
Annex 2: Quotation Submission Form
Annex 3: Technical and Financial Offer

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

Thank you and we look forward to receiving your quotations.

Issued by: Approved by:
Roweida Mohamed Ei Cho Nyunt
Title: Procurement Analyst Head of Procurement
Date: 08 December 2021 Date: 08 December 2021
## SECTION 2: RFQ INSTRUCTIONS AND DATA

### Introduction

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.

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.

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.

### Deadline for the Submission of Quotation

**As indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.**

If any doubt exists as to the time zone in which the quotation should be submitted, refer to [http://www.timeanddate.com/worldclock/](http://www.timeanddate.com/worldclock/).

Please submit your bid a day before the closing time. Don’t wait until the last minute. If you face any issue submitting your proposal at the last minute, then UNDP Procurement Team will not be able to assist you.

### Method of Submission

Quotations must be submitted as follows:

- ☒ E-tendering
- ☐ Dedicated Email Address
- ☐ Courier / Hand delivery
- ☐ Other

Bid submission address: [https://etenderingpartneragencies.org](https://etenderingpartneragencies.org)

- 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:
- 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.

[For eTendering method, click the link [https://etenderingpartneragencies.org](https://etenderingpartneragencies.org) and insert Event ID information]

- Insert BU Code and Event ID number
- **SDN10- 0000011167**

Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: [http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/](http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/)

### Cost of preparation of quotation

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.
**Supplier Code of Conduct, Fraud, Corruption,**

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](https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct)

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_and_investigation.html#anti](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**

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.

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.

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.

**General Conditions of Contract**

Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract

Select the applicable GTC:

☑ General Terms and Conditions / Special Conditions for Contract.

☐ General Terms and Conditions for de minimis contracts (services only, less than $50,000)

☐ General Terms and Conditions for Works

Applicable Terms and Conditions and other provisions are available at [UNDP/How-we-buy](http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti)

**Special Conditions of Contract**

☑ Cancellation of PO/Contract if the delivery/completion is delayed by [indicate number of days]

☐ Others [pls. specify]

**Eligibility**

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.

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.
<table>
<thead>
<tr>
<th>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</th>
</tr>
</thead>
</table>
| **Currency of Quotation** | Quotations shall be quoted
☒ USD Currency OR
☒ SDG
All the bidders in Sudan (local suppliers) are allowed to bid prices in USD or SDG, and the same currency will be applied in the award of Contract, however, the payment will be made to the Contractor in SDG as per the UN Operational Exchange Rate prevailing on the date of the payment. |
| **Joint Venture, Consortium or Association** | If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that: (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association. Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association. |
| **Only one Bid** | 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:
☐ be inclusive of VAT and other applicable indirect taxes
☒ be exclusive of VAT and other applicable indirect taxes |
| **Language of quotation** | The Bid, as well as, all related correspondence exchanged by the Bidder and UNDP, shall be written in English Language. Including documentation including catalogues, instructions and operating manuals. |
| **Documents to be submitted** | Bidders shall include the following documents in their quotation:
☑ Annex 2: Quotation Submission Form duly completed and signed
☑ Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1
☐ Company Profile.
☐ Registration certificate;
☐ Certification or authorization to act as Agent on behalf of the Manufacturer, or Power of Attorney. |
Supply, Delivery and Installation of Fabrication Laboratory Equipment

- Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country;
- Specification of all offered equipment and materials (technical data sheets for all equipment and materials which the company plans to supply, catalogues, Data sheets, technical specifications, attests and certificates, ISO certificates as applicable.
- Certificate of Dealership/authorized distributor;
- Minimum 2 Previous Contracts/POs for supply of Fabrication Laboratory OR similar nature of requested items (waste management and recycline items).
- List of all Contracts/POs for supply of Fabrication Laboratory OR similar nature of requested items (waste management and recycline items) being executed by the supplier in the last 5 years plus client’s contact details who may be contacted for further information on those contracts;
- Quality Certificate/Export Licenses, etc. (indicate all that apply and attach)
- Statement of satisfactory Performance (Certificates) from the top 3 clients in terms of Contract value in similar field;

**Quotation validity period**

Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for a shorter period may be rejected by UNDP and rendered non-responsive. During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel, the proposed rates and the total price.

Quotations shall remain valid for **60 days** from the deadline for the Submission of Quotation.

**Price variation**

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.

**Partial Quotes**

- **Not permitted**
- **Permitted**

Insert conditions for partial quotes and ensure that the requirements are properly listed in lots to allow partial quotes

**Alternative Quotes**

- **Not permitted**
- **Permitted**

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”

**Payment Terms**

- **100% upon completion of the delivery of items and certification by the UNDP that the supplied items meet the PO specifications.**
- **Other**

Click or tap here to enter text.

**Conditions for Release of Payment**

- **Passing Inspection** [specify method, if possible] Complete Installation
- **Passing all Testing** [specify standard, if possible]
- **Completion of Training on Operation and Maintenance** [specify no. of trainees, and location of training, if possible]
- **Written Acceptance of Goods, Services and Works**, based on full compliance with RFQ requirements
- **Others [pls. specify]**

**Contact Person for correspondence, notifications and clarifications**

E-mail address: Roweida.mohamed@undp.org; Ei.Chonyunt@undp.org

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 5 days before the submission deadline. Responses to request for clarification will be communicated [https://etendering.partneragencies.org](https://etendering.partneragencies.org) by 13 December 2021
| Evaluation method | ☒ The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer  
☐ Other Click or tap here to enter text. |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Evaluation criteria | ☒ Full compliance with all requirements as specified in Annex 1  
☒ Full acceptance of the General Conditions of Contract  
☒ Comprehensiveness of after-sales services  
☐ Earliest Delivery /shortest lead time  
☐ 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 | ☒ Purchase Order  
☒ Contract Face Sheet (Goods and-or Services)  
☐ Contract for Works  
☐ Other Type/s of Contract [pls. specify] |
| Expected date for contract award. | 26 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](http://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

### Tabel 1: Technical Specifications for Goods

<table>
<thead>
<tr>
<th>Item</th>
<th>Description /Specifications of Goods</th>
<th>QTY</th>
<th>Picture</th>
</tr>
</thead>
</table>
| 1.   | **DMP Flex/Factory 350 OR Equivalent:**  
Machine dimensions 2370 x 2400 x 2869 mm (DMP Flex 350 in printing condition)  
2370 x 2400 x 3470 mm (DMP Factory 350 in printing condition)  
Machine weight 4200 kg  
Laser type 1 x 500 W / Fiber laser  
Laser wavelength 1070 nm  
Layer thickness, range, preset adjustable, min. 5 μm, typical: 30, 60, 90 μm  
Build envelope 275 x 275 x 420 mm (height inclusive of build plate)  
Material deposition: Soft blade recoater  
Minimum feature size 200 μm  
Minimum wall thickness 150 μm  
Accuracy ± 0.1-0.2% with ± 100 μm minimum  
Repeatability (related to actual printed jobs)  
Δx (3σ) = 60 μm, Δy (3σ) = 60 μm, Δz (3σ) = 60 μm  
Waranty: one year | 3 | ![Image](image1.png) |
| 2.   | **FS3300PAF:**  
The material is a White polyamide 12 with high-temperature resistance, good toughness, and high strength, which suitable for functional verification of product prototypes.  
Heat deformation: (0.45 MPa) (GB/T 1040.2-2006):  
145 °C Heat deflection temperature (1.8 MPa) (GB/T 1040.2-2006):  
82 °C melting point:  
183 °C  
Tensile strength (GB/T 1040.2):  
46 MPa  
Tensile modulus (GB/T 1040.2):  
1600 MPa  
Breaking elongation rate (GB/T 1040.2): 36%  
Bending strength (GB/T 1040.2): 46.3 MPa  
Flexural modulus (GB/T 1040.2): 1300 MPa  
Notch impact strength (GB/T 1843): 4.9 KJ/m²  
Unnotched impact strength (GB/T 1843): 13.2 KJ/m²  
Dielectric constant 60 Hz: 3.5  
Waranty: one year | 3 | No. Picture |
<table>
<thead>
<tr>
<th>Item</th>
<th>Description /Specifications of Goods</th>
<th>QTY</th>
<th>Picture</th>
</tr>
</thead>
</table>
| 3.   | **FS3400GF:** Glass bead-filled polyamide 12 powder with a combination of excellent rigidity and good elongation at break  
Heat deflection temperature (0.45 MPa) (GB/T 1040.2-2006): 160 °C Heat deflection temperature (1.8 MPa) (GB/T 1040.2-2006): 85 °C  
Melting point: 184 °C Tensile strength (GB/T 1040.2): 44 MPa  
Tensile modulus (GB/T 1040.2): 3500 MPa  
Elongation at break (GB/T 1040.2): 5%  
Flexural Strength (GB/T 1040.2): 65 MPa Flexural Modulus (GB/T 1040.2): 2400 MPa  
Notch impact strength (GB/T 1843): 4.13 KJ/m²  
Non-Notch Impact Strength (GB/T 1843): 19.28 KJ/m²  
Dielectric constant 60 Hz: 3.7 | 3 | No Picture |
| 4.   | **PP-GB Equipment:**  
Material Properties  
Flexural strength: 33 MPa  
Flexural modulus: 2000 MPa  
Elongation at break: 58%  
Color: Light Grey | 3 | No Picture |
| 5.   | **3devo Composer 450 filament maker:**  
Ceramic heating up to 450 °C  
Swappable Extruder Design  
4 controllable heating zones  
High volume hopper  
Material mixing zone  
Extra spool holder  
Presets: PLA, ABS, PA12, PEEK, PC and PS  
Waranty: one year | 3 | ![Image](attachment:image.png) |
<table>
<thead>
<tr>
<th>Item</th>
<th>Description /Specifications of Goods</th>
<th>QTY</th>
<th>Picture</th>
</tr>
</thead>
</table>
| 6.   | **3DEVO – AIRID POLYMER DRYER:**  
Volume capacity: 5 L.  
Drying capacity: up to 1 kg in 3 hours.  
Container Material: Polished Stainless Steel.  
Temperature: stabilized and controlled, up to 160 °C.  
Material presets: PLA, PA6, PA66, TPU, PC and PEEK.  
Treatable amount: recommended between 1 and 3 kg.  
Consumption: 900 W.  
Warranty: one year | 3 | ![3DEVO Image] |
| 7.   | **Styromelt System:**  
Voltage and Power Requirements: 3 phase 400vac 50Hz 32A  
- Standard units come complete with a 4 metre trailing lead 4mm2 3 core + E  
- Main Heating Plates: 3 x energy efficient heating coils in each of the 2 plates.  
- Tray Heating Plate: 3 x energy efficient heating coils  
- Sound Rating: 52dBA  
- Index of Protection: IP56  
- Weight: 347kg  
- Height: 2.3m (not including exhaust stack if fitted)  
- Width (including fume extraction unit): 1.64m  
- Depth: 1.2m  
- Loading Capacity: Approx 2 cubic metres.  
- Fume Extraction Unit: Single phase 230vac variable speed 1 stage brushless blower 0.204kW F.L.C. 1A Max.  
- Fume Extraction Filters: Specialised Labyrinth™ pre filter and a main chemical filter.  
Warranty: one year | 3 | ![Styromelt System Image] |
<table>
<thead>
<tr>
<th>Item</th>
<th>Description /Specifications of Goods</th>
<th>QTY</th>
<th>Picture</th>
</tr>
</thead>
</table>
| 8.   | **Pet bottle recycling Machine:**  
    700g 5 gallon PET bottle preform  
    -55mm standard pressed neck  
    -410mm in length  
    -made of 100% new PET resin IV0.88  
    -suitable for 5 gallon PET bottle production(with/without handle)  
    -sanitary for water bottle production  
    Warranty: one year | 3 | ![Picture](image1.jpg) |
| 9.   | **SLA 3D Printer:**  
    Standard lead time  
    Minimum of 3 working days (or 12 hours for models using the NextDay service at Materialise OnSite), depending on part size, number of components and finishing degrees  
    Standard accuracy  
    ±0.2% (with a lower limit on ±0.2 mm)  
    Layer thickness  
    Mammoth SL: 0.1 mm  
    Standard SL: 0.1 – 0.15 mm (varies by material)  
    NextDay SL: 0.15 – 0.2 mm (varies by material)  
    Minimum wall thickness  
    1 – 3 mm (depending on part dimensions)  
    Maximum build dimensions  
    2100 x 700 x 800 mm (offline orders)  
    1100 x 690 x 590 mm (online orders)  
    600 x 400 x 75 mm (NextDay orders)  
    Dimensions are unlimited as components may be composed of several sub-parts  
    Surface structure  
    Unfinished parts typically have visible building layers on the surface but post-production finishes can achieve different effects, from high glosses to coarse textures. Stereolithography parts can be sandblasted, painted, varnished, covered and coated.  
    Warranty: one year | 3 | ![Picture](image2.jpg) |
| 10.  | **GP20 Plastic Shredder Hybrid:**  
    Packing an industrial grade shredder and granulator in a compact black exterior.  
    Recycle at 5.1 kg / hour  
    Switchable granulator filter  
    3 superior granulator knives  
    6 premium shredder blades  
    Reversible shredder blades  
    Voltage: 110 – 230 V  
    Frequency: 50 – 60 Hz  
    Warranty: one year | 3 | ![Picture](image3.jpg) |

*Disclaimer: Photos indicated in the table are samples to show what is required only.*
The quotation is subject to the following conditions:
- Equipment to meet European Standards, North American Standards, or equivalent.
- Applicable and Relevant IEC (International Electrotechnical Commission) Standards,
- For the Supply and Installation of the Equipment, the supplier shall ensure that all imported items into Sudan has to be certified by Sudanese Standards and Meteorology Organization (SSMO)’.
- for individual item should have warranty as specified in the technical specifications.
- The Successful Bidder shall submit pre-shipment inspection certificate from a recognized Third Party before shipping of goods to the Sudan. All the items will be inspected by UNDP technical personnel before and after the delivery to the Final Destination.

**Table 2: Schedule of Distribution**

<table>
<thead>
<tr>
<th>Item No</th>
<th>Description</th>
<th>Khartoum</th>
<th>Khartoum North</th>
<th>Omdurman</th>
<th>Total Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>DMP Flex/Factory 350 <strong>OR Equivalent</strong></td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>2.</td>
<td>FS3300PAF</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>3.</td>
<td>FS3400GF</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>4.</td>
<td>PP-GB</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>5.</td>
<td>3devo Composer 450 filament maker</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>6.</td>
<td>3DEVO – AIRID POLYMER DRYER</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>7.</td>
<td>Styromelt System</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>8.</td>
<td>Pet bottle Recycling Machine</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
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<tr>
<td>9.</td>
<td>SLA 3D Printer</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>10.</td>
<td>GP20 Plastic Shredder Hybrid</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
</tbody>
</table>
### Table 3 - Delivery Requirements

<table>
<thead>
<tr>
<th>Delivery Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Delivery date and time</strong></td>
</tr>
<tr>
<td><strong>Delivery Terms (INCOTERMS 2020)</strong></td>
</tr>
</tbody>
</table>
| **Customs clearance (must be linked to INCOTERM)**     | ☐ Not applicable  
|                                                         | ☒ UNDP (where applicable)  
|                                                         | ☐ Supplier/bidder  
|                                                         | ☐ Freight Forwarder |
| **Exact Address(es) of Delivery Location(s)**          | Project sites (in Khartoum, Khartoum North and Omdurman), in Khartoum States (the exact project sites will be communicated to the successful bidder at the time of contract) |
| **Distribution of shipping documents (if using freight forwarder)** | NA |
| **Packing Requirements**                               | As per industry Standards. The Contractor to ensure equipment supplied are intact/not tampered with. Damaged items will not be received and should be replaced with a new one of the same specifications. |
| **Training on Operations and Maintenance**             | Required – Shall be in Arabic and English |
| **Warranty Period**                                    | At least one year |
| **After-sales service and local service support requirements** | **Required**  
|                                                         | 1. All items shall include 12 months’ warranty on defect liability  
|                                                         | 2. The defective items shall be repaired or replaced at supplier’s cost. |
| **Preferred Mode of Transport**                        | Up to the contractor to decide |
| **Other requirement**                                  | Submission of pre-shipment inspection report/certificate prepared by reputable third-party entity at the cost of the contractor before actual shipment of the consignment to Sudan. |
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.

<table>
<thead>
<tr>
<th>Name of Bidder:</th>
<th>Click or tap here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFQ reference:</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Date:</td>
<td>Click or tap to enter a date.</td>
</tr>
</tbody>
</table>

**Company Profile**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal name of bidder or Lead entity for JVs</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Legal Address, City, Country</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Website</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Year of Registration</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Legal structure</td>
<td>Choose an item.</td>
</tr>
<tr>
<td>Are you a UNGM registered vendor?</td>
<td>☐ Yes ☐ No If yes, insert UNGM Vendor Number</td>
</tr>
<tr>
<td>Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>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):</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>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)</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>Is your company a member of the UN Global Compact</td>
<td>☐ Yes ☐ No</td>
</tr>
</tbody>
</table>

**Bank Information**

<table>
<thead>
<tr>
<th>Bank Name:</th>
<th>Click or tap here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Address:</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>IBAN:</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>SWIFT/BIC:</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Account Currency:</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Bank Account Number:</td>
<td>Click or tap here to enter text.</td>
</tr>
</tbody>
</table>
Previous relevant experience: 3 contracts

<table>
<thead>
<tr>
<th>Name of previous contracts</th>
<th>Client &amp; Reference Contact Details including e-mail</th>
<th>Contract Value</th>
<th>Period of activity</th>
<th>Types of activities undertaken</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 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.

☐ ☐ 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: 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.

☐ ☐ 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.

☐ ☐ 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 we certify 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.

Important Note: Your offer shall include technical data sheets for all equipment and materials the technical specification of all offered equipment and materials (which the company plans to supply, catalogues, Data sheets, technical specifications, attest and certificates, ISO certificates as applicable.

| Name of Bidder: |  |
| RFQ reference: |  |
| Date: |  |

Currency of the Quotation: USD

INCOTERMS: DAP- Khartoum State

<table>
<thead>
<tr>
<th>Item No</th>
<th>Description</th>
<th>UOM</th>
<th>Qty</th>
<th>Unit price</th>
<th>Total price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>DMP Flex/Factory 350 OR Equivalent</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>FS3300PAF</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>FS3400GF</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>PP-GB</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>3devo Composer 450 filament maker</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>3DEVO – AIRID POLYMER DRYER</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Styromelt System</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Pet bottle Recycling Machine</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>SLA 3D Printer</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>GP20 Plastic Shredder Hybrid</td>
<td>Each</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Price- Cost of Goods
Transportation Price
Insurance Price
Other Charges (specify)

Total Final and All-inclusive Price (DAP- Khartoum)

Compliance with Requirements

<table>
<thead>
<tr>
<th>You Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes, we will comply</td>
</tr>
<tr>
<td>Minimum Technical Specifications as per Annex 1</td>
</tr>
<tr>
<td>Delivery Term (INCOTERMS)- DAP Khartoum State</td>
</tr>
<tr>
<td>Delivery Lead Time (10 Weeks)</td>
</tr>
<tr>
<td>Warranty and After-Sales Requirements</td>
</tr>
<tr>
<td>-------------------------------------------------------------------</td>
</tr>
<tr>
<td>- Minimum one (1) year warranty for proposed machines</td>
</tr>
<tr>
<td>- Availability of After Sales Services</td>
</tr>
<tr>
<td>Validity of Quotation (60 days)</td>
</tr>
<tr>
<td>Payment terms</td>
</tr>
<tr>
<td>Acceptance of the UNDP General Terms and Conditions of goods.</td>
</tr>
</tbody>
</table>

**Other Information:**

<table>
<thead>
<tr>
<th>Estimated weight/volume/dimension of the Consignment:</th>
<th>Click or tap here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country/ies of Origin:</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>(if export licence required this must be submitted if awarded the contract)</td>
<td></td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Exact name and address of company</th>
<th>Authorized Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company Name</td>
<td>Date:Click or tap here to enter text.</td>
</tr>
<tr>
<td>Address:</td>
<td>Name:Click or tap here to enter text.</td>
</tr>
<tr>
<td>Click or tap here to enter text.</td>
<td>Functional Title of Authorised</td>
</tr>
<tr>
<td>Phone No.:</td>
<td>Signatory:Click or tap here to enter text.</td>
</tr>
<tr>
<td>Email Address:</td>
<td>Email Address: Click or tap here to enter text.</td>
</tr>
</tbody>
</table>