



## REQUEST FOR QUOTATION (RFQ)

RFQ Reference: <b>UNDP/LED/403/2021</b>	Date: <b>30 December 2021</b>
---	-------------------------------

### 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 – tractors, 80-100 hp engine (2 tractors),**

**Lot 2 – tractors, engine up to 65 hp, with front-mounted loaders (2 tractors with front-mounted loaders),**

**Lot 3 – mini-tractor without cabin, engine up to 35 hp (1 mini-tractor), 2 tractors with cabins, engine up to 65 hp (2 tractors)**

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: 30 December 2021

## SECTION 2: RFQ INSTRUCTIONS AND DATA

<b>Introduction</b>	<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 <a href="#">UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</a></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>
<b>Deadline for the Submission of Quotation</b>	<p><b>17.00 Minsk time, January 19, 2022</b></p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to <a href="http://www.timeanddate.com/worldclock/">http://www.timeanddate.com/worldclock/</a>.</p>
<b>Method of Submission</b>	<p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering</p> <p><input checked="" type="checkbox"/> <b>Dedicated Email Address</b></p> <p><input type="checkbox"/> Courier / Hand delivery</p> <p><input type="checkbox"/> Other <a href="#">Click or tap here to enter text.</a></p> <p>Bid submission address: <a href="mailto:tenders.by@undp.org">tenders.by@undp.org</a></p> <ul style="list-style-type: none"> <li>▪ File Format: <b>PDF</b></li> <li>▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.</li> <li>▪ All files must be free of viruses and not corrupted.</li> <li>▪ Max. File Size per transmission: <b>10MB</b></li> <li>▪ Mandatory subject of email: <b>UNDP_LED_403_2021</b></li> <li>▪ 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”.</li> <li>▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible.</li> <li>▪ The bidder should receive an email acknowledging email receipt.</li> </ul>
<b>Cost of preparation of quotation</b>	<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>
<b>Supplier Code of Conduct, Fraud, Corruption,</b>	<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 <b>principles on labour, human rights, environment and ethical conduct</b> may be found at: <a href="https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct">https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</a></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 <a href="http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti">http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</a></p>
<b>Gifts and Hospitality</b>	<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.
<b>Conflict of Interest</b>	<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>
<b>General Conditions of Contract</b>	<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"/> <a href="#">General Terms and Conditions</a></p> <p><input type="checkbox"/> <a href="#">General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</a></p> <p><input type="checkbox"/> <a href="#">General Terms and Conditions for Works</a></p> <p>Applicable Terms and Conditions and other provisions are available at <a href="#">UNDP/How-we-buy</a></p>
<b>Special Conditions of Contract</b>	<p><input checked="" type="checkbox"/> <b>Cancellation of PO/Contract if the delivery/completion is delayed by 30 calendar days;</b></p> <p><input checked="" type="checkbox"/> <b>Others: Liquidated damages shall come to 0.2% from the contract value for each overdue day provided that overdue is less than 30 calendar days</b></p>
<b>Eligibility</b>	<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>
<b>Currency of Quotation</b>	<p>Quotations shall be quoted in:</p> <p><input checked="" type="checkbox"/> <b>US dollars (USD)</b></p> <p><input checked="" type="checkbox"/> <b>EURO</b></p> <p><input checked="" type="checkbox"/> <b>BYN</b></p> <p>Payment under the contract <b>will be made exclusively in the currency indicated in the offer</b>. 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>
<b>Joint Venture, Consortium</b>	<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>

<b>or Association</b>	<p>legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under <a href="#">Solicitation policy</a> for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
<b>Only one Bid</b>	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> <li>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</li> <li>b) they have the same legal representative for purposes of this RFQ; or</li> <li>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;</li> <li>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</li> <li>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.</li> </ul>
<b>Duties and taxes</b>	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p><b>All prices must:</b></p> <p><input checked="" type="checkbox"/> <b>be exclusive of VAT and other applicable indirect taxes:</b> <u>quotations from Bidders - non-residents of the Republic of Belarus</u></p> <p><input checked="" type="checkbox"/> <b>be inclusive of VAT and other applicable indirect taxes:</b> <u>if the quotation is submitted by the resident of the Republic of Belarus, VAT, if applicable, must be indicated in the quotation.</u></p> <p><b>Bidders' quotations will be compared excluding VAT.</b></p>
<b>Language of quotation</b>	<p><b>Language of the quotation – Russian or English.</b></p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
<b>Documents to be submitted</b>	<p><b>Bidders shall include the following documents in their quotation:</b></p> <p><input checked="" type="checkbox"/> <b>Annex 2: Quotation Submission Form</b> duly completed and signed</p> <p><input checked="" type="checkbox"/> <b>Annex 3: Technical and Financial Offer</b> (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</p> <p>X <b>Company's Registration certificate;</b></p> <p>X <b>List and value of projects (at least 3) performed for the last 3 years</b> plus client's contact details who may be contacted for further information on those contracts as per the template in Annex 2 <b>or statements of satisfactory performance (certificates) from top clients</b> in terms of Contract value in similar field (at least 3 (three) for the last 3 years), including clients' names and their contact information;</p> <p>X <b>List and value of ongoing Projects with UNDP and other national/multi-national organization</b> with contact details of clients and current completion ratio of each ongoing project (indicated in Annex 2);</p>

	<p><input checked="" type="checkbox"/> Other</p> <ul style="list-style-type: none"> <li>duly completed <b>technical specification form as per Annex 1</b> (shall be completed <u>only for the lot</u> for which the Bidder submits its proposal);</li> <li><b>Documents confirming the compliance of the proposed goods with the requirements</b> specified in Annex 1 (technical specifications, technical data of the proposed product in the form of catalogues / technical brochures / product passport, etc. with images of the Goods);</li> <li><b>Certificate of Conformity with the Technical Regulations of Eurasian Economic Union (Customs Union)</b>, valid at least till 31 May 2021; if such certification is not available on the last day of submission of offers, the Offeror must submit an official letter of commitment to provide such a certificate prior to signing the contract;</li> <li><b>A copy of a valid ISO 9001 or similar</b> 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);</li> <li><b>Manufacturer's Authorization of the Bidder as a Sales Agent / Distributor</b> in the country (if the Bidder is not the manufacturer);</li> <li><b>Documents confirming availability of support, warranty and after-sales service facility in Belarus</b> and confirmation that warranty and after-sales support for the proposed goods will be provided by the service facility in Belarus;</li> <li><b>Statement whether any import or export licenses are required</b> in respect of the goods to be purchased including any restrictions on the country of origin, use/dual use nature of goods or services, including the use and transfer to end users, if applicable;</li> <li><b>A certificate from the bank</b> about the absence of debt <u>will be requested from the winner of the bidding</u></li> </ul>
<b>Quotation validity period</b>	Quotations shall remain valid for <b>90 (ninety) calendar days</b> from the deadline for the Submission of Quotation.
<b>Price variation</b>	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.
<b>Partial Quotes</b>	<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><b>Partial quotes within each lot:</b></p> <p><input checked="" type="checkbox"/> <b>Not permitted</b></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>
<b>Alternative Quotes</b>	<p><input checked="" type="checkbox"/> <b>Not permitted</b></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, <a href="#">Click or tap here to enter text.</a> reserves the right to award a contract based on</p>

	an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote"
<b>Payment Terms</b>	<input checked="" type="checkbox"/> <b>100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</b> <input type="checkbox"/> Other
<b>Conditions for Release of Payment</b>	<input checked="" type="checkbox"/> <b>Passing Inspection:</b> 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]  <b>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. <a href="#">Goods acceptance procedure is specified Technical Specification of Annex 1: Schedule of requirements of the RFQ</a></b>  <input type="checkbox"/> Others [pls. specify]
<b>Contact Person for correspondence, notifications and clarifications</b>	E-mail address: <b>yuliya.vaskova@undp.org</b> <i>Yuliya Vaskova, Procurement Specialist, UNDP Project "Support to Economic Development at the Local Level in the Republic of Belarus"</i>  <b>Attention: <u>Quotations shall not be submitted to this address</u> but to the address for quotation submission above (<a href="mailto:tenders.by@undp.org">tenders.by@undp.org</a>). Otherwise, offer shall be disqualified.</b>  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.
<b>Clarifications</b>	<b>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>.</b>  Any amendment to the RFQ shall be posted here: <a href="https://www.by.undp.org/content/belarus/ru/home/procurement.html">https://www.by.undp.org/content/belarus/ru/home/procurement.html</a>
<b>Evaluation method</b>	<input checked="" type="checkbox"/> <b>The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer</b>  <input checked="" type="checkbox"/> <b>Other: evaluation of technical and financial proposals will be done <u>within each lot separately</u>.</b>  <b>VAT included in the offer price.</b> 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.
<b>Evaluation criteria</b>	<input checked="" type="checkbox"/> <b>Full compliance with all requirements as specified in Annex 1</b> <input checked="" type="checkbox"/> <b>Full acceptance of the General Conditions of Contract</b> <input type="checkbox"/> Comprehensiveness of after-sales services <input type="checkbox"/> Earliest Delivery /shortest lead time

	<input checked="" type="checkbox"/> <b>Others: provision of full set of required proposal documents</b>
<b>Right not to accept any quotation</b>	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
<b>Right to vary requirement at time of award</b>	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.
<b>Type of Contract to be awarded</b>	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> <a href="#">Contract Face Sheet</a> (Goods and-or Services) <input type="checkbox"/> <a href="#">Contract for Works</a> <input type="checkbox"/> Other Type/s of Contract [pls. specify]
<b>Expected date for contract award.</b>	<b>10 February 2022</b>
<b>Publication of Contract Award</b>	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.
<b>Policies and procedures</b>	This RFQ is conducted in accordance with <a href="#">UNDP Programme and Operations Policies and Procedures</a>
<b>UNGM registration</b>	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 <a href="http://www.ungm.org">www.ungm.org</a> . 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 tractors are 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 – tractors, 80-100 hp engine (2 tractors)

The procurement is carried out as part of the Project "Support to Economic Development at the Local Level in the Republic of Belarus" which is funded by the European Union and implemented by UNDP in partnership with the Ministry of Economy of the Republic of Belarus.

The implementation of entrepreneurial Initiatives **No. 20-649 "Provision of Improvement Services for Public and Private Organizations in the City of Barysau and Barysau District"**, and Initiative **No. 20-816 "Growing Garden Strawberries in the Eastern Part of the Republic Belarus (Bykhau district, Mahilioŭ region)"**.

**General requirements and purpose of the procurement:** Procurement of a tractor, as part of the implementation of Initiative No. 20-649, is required for landscaping (mowing weed vegetation) using mounted, semi-mounted and trailed machines and equipment in the Barysau district of the Minsk region.

Procurement of a tractor, as part of the implementation of Initiative No. 20-816, is required for growing garden strawberries using attachments (a sprayer, and a disc harrow) in the Bychaŭ district of the Mahilioŭ region.

Name and Quantity	Description/Specification of Goods (According to the RFQ) and Requirements	Statement of Compliance with the Specification (According to the RFQ) and Requirements  <i>Compliant/ Non-compliant</i>	Description/Specification of Goods (According to the RFQ) and Related Services  <i>Please specify offered features:</i>
Tractor – 2 pcs.	<b>Model, manufacturer, country of origin</b>	-	<i>Please specify for the offered goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>I. Technical specification:</b>	-	-
	<b>1. Type:</b> universal wheeled tractor with two drive axles, a power take-off (PTO) shaft and a rear hitch. Intended for use with mounted implements and towed machines and mechanisms;		<i>Please specify tractor type:</i>
	<b>2. Weight of tractor (standard configuration):</b> 2,900-5,000 kg		<i>Please specify weight:</i>
	<b>3. Ground clearance:</b> At least 410 mm		<i>Please specify ground clearance:</i>
	<b>4. Engine:</b>	-	<i>Please, indicate for engine:: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>4.1. Type:</b> Diesel		<i>Please specify engine type:</i>
	<b>4.2. Maximum torque:</b> at least 290 Nm		<i>Please specify offered features:</i>



	<b>4.3. Engine power:</b> 80 – 100 hp		<i>Please specify engine power:</i>
	<b>5. Transmission:</b> Step-type mechanical or automatic		<i>Please specify offered features:</i>
	<b>6. Wheel arrangement:</b> 4x4		<i>Please specify offered features:</i>
	<b>7. Tank capacity:</b> At least 75 litres		<i>Please specify fuel tank capacity:</i>
	<b>8. Power take-off (PTO):</b>	-	-
	<b>8.1. Rear power takeoff (PTO):</b> rear drive PTO with right hand rotation (rear tractor view);		<i>Please specify offered features:</i>
	<b>8.2. Rear PTO speed, rpm:</b> 540/1000;		<i>Please specify offered features:</i>
	<b>9. Rear hitch:</b> Three-point linkage system with a lifting capacity of at least 3 t on the rear suspension axle or at least 1,6 t on the rear suspension hook		<i>Please specify offered features:</i>
	<b>10. Adjustable height hitch drawbar:</b> Available;		<i>Please specify offered features:</i>
	<b>11. Hydraulics:</b>	-	-
	<b>11.1. Capacity of hydraulic pump, l/min:</b> not less than 40		<i>Please specify offered features:</i>
	<b>11.2. Hydraulic outlets:</b> Not less than three pairs in the rear;		<i>Please specify offered features:</i>
	<b>12. Wheel fenders:</b> Front and rear wheel fenders;		<i>Please specify offered features:</i>
	<b>13. Cabin and controls:</b>	-	-
	<b>13.1. Type:</b> For all weather conditions, closed type;		<i>Please specify offered features:</i>
	<b>13.2. Heater:</b> Available;		<i>Please specify offered features:</i>
	<b>13.3. Lights:</b> Headlights and rear lights;		<i>Please specify offered features:</i>
	<b>13.4. View mirrors:</b> Left and right adjustable external mirrors;		<i>Please specify offered features:</i>
	<b>13.5. Number of seats:</b> At least 1		<i>Please specify offered features:</i>

	<b>14. Tool kit:</b> A standard set of tools supplied with the tractor		<i>Please specify offered features:</i>
	<b>15. Operation and maintenance manual, a Manufacturer's statement confirming the production of the tractor (technical passport), service book (or other document replacing it), a document reflecting the Supplier's warranty obligations:</b> in Russian (included in the delivery of the Goods)		<i>Please specify offered features:</i>
	<b>II. General requirements:</b>	-	-
	<b>1. Year of manufacture:</b> 2018 – 2019 (brand new, not being used or repaired, refurbished or rehabilitated);		<i>Please specify the year of manufacture and confirm that the tractor is new, not used, not previously repaired, upgraded or restored:</i>
	<b>2. Warranty:</b> At least 24 months from the date of a written acceptance of goods by UNDP.  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: - 1 tractor – to Individual Entrepreneur Timur Nasilovsky, - 1 tractor – to the Farm "Pralex-Agro.		<i>Please specify the warranty period:</i>
	<b>3. Warranty requirements:</b> The Contractor / authorized local representative of the Contractor shall provide warranty servicing at the Contractor's cost and shall cover labor, materials and parts. The moment of handing over the Goods as regards warranty obligations shall be the date of signing the acceptance certificate by UNDP. 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 UNDP or the End-user within 7 working days upon receipt of such request (if and when required the Contractor / authorized local representative of the Contractor qualified staff shall be send to the place of Goods operation for the rectification of defects at the Contractor's cost).		<i>Please confirm that you accept all requirements and provide the name and address of the Service Centre for the tractor:</i>

<p>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>		
<p><b>4. Service requirements:</b>  The Contractor / authorized local representative of the Contractor shall provide after-sales servicing of the Goods for a minimum period of 5 years from the date of Goods acceptance by UNDP (under a separate service agreement to be signed by the Contractor and the End-user of the Goods).  The Contractor / authorized local representative of the Contractor shall ensure product support service (in normal business hours), which include provision of responses to all questions regarding operation of the Goods, recommendations for operation, classification of problems and formulation of recommendations online, by phone or other means of communication.  The technical support center for servicing of the Goods shall be located in the Republic of Belarus;</p>		<p><i>Please confirm that you accept all requirements and provide the name and address of the Technical Support and After Sales Service Centre for the tractor:</i></p>
<p><b>5. Spare parts requirements:</b>  The Contractor shall warranty supply of spare parts following purchase orders of UNDP or the End-user for a minimum period of 5 years.</p>		<p><i>Please confirm that you accept all requirements and provide the name and address of the supplier of spare parts and consumables:</i></p>
<p><b>6. Delivery time:</b> within 90 calendar days from the date of the contract start</p>		<p><i>Please specify the shortest possible delivery time:</i></p>
<p><b>7. Terms of delivery (Incoterms 2010):</b>   <u>1 tractor:</u> DAP Bykhau, Mahiliou region, Republic of Belarus, or  Delivery to the Purchaser's warehouse:  Delivery by the Contractor's transport and at the Contractor's cost to Bykhau, Mahiliou region, Republic of Belarus (for the delivery from the territory of the Republic of Belarus)</p>		<p><i>Please confirm:</i></p>

<p><b>1 tractor:</b> DAP Barysau, Minsk region, Republic of Belarus, or Delivery to the Purchaser's warehouse: Delivery by the Contractor's transport and at the Contractor's cost to Barysaŭ, Minsk region, Republic of Belarus (for delivery from the Republic of Belarus)</p>		
<p><b>8. Pre-sale preparation:</b> The Supplier is obliged to carry out pre-sale preparation of the Goods in accordance with the types and quantities determined by the Manufacturer, and must make a note of such preparation in the service book (or other document replacing it). The Supplier guarantees that the number of operating time does not exceed 15 operating hours;</p>		<i>Please confirm:</i>
<p><b>9. Acceptance of the Goods:</b> After delivery, the Goods will be inspected and tested to check their functionality, compliance with the specification and compliance with operational requirements.</p> <p>The Supplier/Supplier's authorized representative in the Republic of Belarus must send experienced personnel to the places of delivery of the Goods to perform the following:</p> <ul style="list-style-type: none"> <li>- launch and test the Goods for operational reliability and efficiency under operating conditions;</li> <li>- carry out the necessary adjustments and adjustments at the site of operation to ensure such functioning of the Goods, which UNDP deems acceptable;</li> <li>- train End User personnel to operate and maintain the tractor, including training on safety, according to the Supplier's standard programme.</li> </ul> <p>UNDP will sign the Goods Acceptance Certificate of the Goods after the reliable and acceptable operation of the tractor has been demonstrated, and it has been verified that the tractor meets the technical specifications and operational requirements.</p>		<i>Please confirm:</i>

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 – tractors, engine up to 65 hp, with front-mounted loaders (2 tractors with front-mounted loaders)

The procurement is carried out within the Project “Support to Economic Development at the Local Level in the Republic of Belarus” which is funded by the European Union and implemented by UNDP in partnership with the Ministry of Economy of the Republic of Belarus. The implementation of entrepreneurial Initiative No. 20-850 «Eco-planting of organic blueberries», № 20-901 «Berry business development».

**General requirements and purpose of procurement:** procurement of a tractor with a front mounted loader within the implementation of initiative No. 20-850 is necessary for the planting and maintenance of the tall blueberry plantation in Bereza district of Brest region. The tractor is designed to work with mounted, semi-mounted and trailed machines and implements (rotary tiller, garden mower, branch shredder, front loader, trailer).

Procurement of a tractor with a front mounted loader within the implementation of initiative No.20-901 is necessary for planting and maintenance of raspberry in Bragin district of Gomel region. The tractor is designed to work with mounted, semi-mounted and trailed machines and implements (trailer, disc harrow, potato planter, front lift loader with a bucket).

Item to be Supplied and Quantity	Description / Specifications of Goods (required) and General Requirements	Statement of Compliance with Specifications (required) and General Requirements  <i>Comply / Does not comply</i>	Description / Specifications of Goods and Related Services (offered)  <i>Please indicate parameters of the offered goods as below</i>
<b>I. Technical specification:</b>			
<b>1. Tractor – 2 pcs.</b>	<b>Model, manufacturer, country of origin</b>	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>1. Type:</b> universal wheel tractor with two drive axles, PTO and rear linkage. Intended for use with mounted implements, semi-attached and towed machines and mechanisms;		<i>Please specify tractor type:</i>
	<b>2. Weight of tractor (standard configuration):</b> 2150-5000 kg;		<i>Please specify weight:</i>
	<b>3. Ground clearance, mm:</b> at least 350 mm;		<i>Please specify ground clearance:</i>
	<b>4. Engine:</b>	-	<i>Please, indicate for engine:: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>4.1. Type:</b> Diesel;		<i>Please specify engine type:</i>

	<b>4.2. Engine nominal power, hp:</b> 50-65;		<i>Please specify engine nominal power:</i>
	<b>4.3. Maximum torque:</b> at least 160 Nm;		<i>Please specify engine torque:</i>
	<b>4.4. Emission standard:</b> Not lower than Euro 2;		<i>Please indicate emission standard::</i>
	<b>4.5. Fuel tank capacity, l:</b> at least 40;		<i>Please specify fuel tank capacity:</i>
	<b>5. Transmission:</b>	-	-
	<b>5.1. Gearbox:</b> mechanical;		<i>Please specify offered features:</i>
	<b>5.2. Speed reducer:</b> Available;		<i>Please specify offered features:</i>
	<b>5.3. Drive:</b> part-time four-wheel drive;		<i>Please specify offered features:</i>
	<b>6. Rear axle:</b> with forced blocking;		<i>Please specify offered features:</i>
	<b>7. Power take-off (PTO):</b>	-	-
	<b>7.1. Rear power takeoff (PTO):</b> rear drive PTO with right hand rotation (rear tractor view);		<i>Please specify offered features:</i>
	<b>7.2. Rear PTO speed, rpm:</b> 540 - 1000;		<i>Please specify offered features:</i>
	<b>8. Wheels:</b>	-	-
	<b>8.1. Wheel arrangement:</b> 4x4;		<i>Please specify offered features:</i>
	<b>8.2. Rear wheel size, inch:</b> - wheel profile width: at least 12.40; - disc diameter: at least 24;		<i>Please specify offered features:</i>
	<b>8.2. Front wheel size, inch:</b> - wheel profile with: at least 8.20; -disc diameter: at least 16;		<i>Please specify offered features:</i>
	<b>9. Cabin and controls:</b>	-	-
	<b>9.1. Type:</b> for all weather conditions, closed type, providing all-round view and with opening side and rear windows;		<i>Please specify offered features:</i>
	<b>9.2. Windshield wiper:</b> available for front windshield;		<i>Please specify offered features:</i>

	<b>9.3. Cabin and windshield heater:</b> availability;		<i>Please specify offered features:</i>
	<b>9.4. Number of seats:</b> 1 (seat);		<i>Please specify offered features:</i>
	<b>9.5. Work lights:</b> Headlights and rear lights;		<i>Please specify offered features:</i>
	<b>9.6. View Mirrors:</b> left and right adjustable external mirrors;		<i>Please specify offered features:</i>
	<b>10. Hydraulics:</b>	-	-
	<b>10.1. Hydraulic outputs with standard coupling:</b> at least two pairs in the rear and hydraulic outputs for aggregation with front-mounted loader;		<i>Please specify offered features:</i>
	<b>10.2. Hydraulic pump capacity:</b> at least 11 liters/min;		<i>Please specify offered features:</i>
	<b>11. Brake drive system for the trailer:</b> Pneumatic drive;		<i>Please specify offered features:</i>
	<b>12. Air receiver:</b> availability;		<i>Please specify offered features:</i>
	<b>13. Adjustable height hitch drawbar:</b> Available;		<i>Please specify offered features:</i>
	<b>14. Rear hitch:</b> three-point hitch with a lifting capacity of at least 790 kg on the suspension axis;		<i>Please specify offered features:</i>
	<b>15. Frame design features:</b> the frame is designed for attachment of front-mounted loader		<i>Please specify offered features:</i>
	<b>16. Painting:</b> standard manufacturer's painting of any color;		<i>Please specify offered features:</i>
	<b>17. Tool kit:</b> standard tool kit supplied with a tractor;		<i>Please specify offered features:</i>

	<b>18. Operating and maintenance manual, document of the manufacturer confirming tractor production (registration certificate), service log (or equivalent document), document reflecting warranty obligations of the Contractor: in Russian language (supplied with the Goods).</b>		<i>Please specify offered features:</i>
<b>2. Front mounted loader – 2 pcs.</b>	<b>Model, manufacturer, country of origin</b>	-	<i>Please indicate for the offered Goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>1. Type:</b> front mounted, aggregated with a tractor model as mentioned in specification above (p. 1).		<i>Please indicate type of a loader and confirm availability of aggregation with tractor model as mention in specification above (p.1):</i>
	<b>2. Construction weight:</b> 350-600 kg;		<i>Please specify offered features:</i>
	<b>3. Carrying capacity, kg:</b> at least 550;		<i>Please specify offered features:</i>
	<b>4. Bucket working width, mm:</b> at least 1100;		<i>Please specify offered features:</i>
	<b>5. Operating and maintenance manual, document of the manufacturer confirming equipment production (registration certificate), service log (or equivalent document), document reflecting warranty obligations of the Contractor: in Russian language (supplied with the Goods).</b>		<i>Please specify offered features:</i>
<b>II. Общие требования:</b>			
	<b>1. Year of manufacture:</b> 2020-2021 (brand new, not being used or repaired, refurbished or rehabilitated).		<i>Please specify the year of manufacture and confirm that the tractor is new, not used, not previously repaired, upgraded or restored:</i>
	<b>2. Warranty:</b> at least 12 months from the date of a written acceptance of goods by UNDP.		<i>Please specify the warranty period:</i>



	<p>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:</p> <p><u>1 tractor with a loader</u> to Individual entrepreneur Rak K.A.;</p> <p><u>1 tractor with a loader</u> to Farming enterprise "Golubika Poles'ya"</p>		
	<p><b>3. Warranty requirements:</b> The Contractor / authorized local representative of the Contractor shall provide warranty servicing at the Contractor's cost and shall cover labor, materials and parts.</p> <p>The moment of handing over the Goods as regards warranty obligations shall be the date of signing the acceptance certificate by UNDP.</p> <p>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 UNDP or the End-user within 7 working days upon receipt of such request (if and when required the Contractor / authorized local representative of the Contractor qualified staff shall be send to the place of Goods operation for the rectification of defects at the Contractor's cost).</p>		<p><i>Please confirm that you accept all requirements and provide the name and address of the Service Centre for the tractor:</i></p>

<p><b>4. Service requirements:</b></p> <p>The Contractor / authorized local representative of the Contractor shall provide after-sales servicing of the Goods for a minimum period of 5 years from the date of Goods acceptance by UNDP (under a separate service agreement to be signed by the Contractor and the End-user of the Goods).</p> <p>The Contractor / authorized local representative of the Contractor shall ensure product support service (in normal business hours), which include provision of responses to all questions regarding operation of the Goods, recommendations for operation, classification of problems and formulation of recommendations online, by phone or other means of communication.</p> <p>The technical support center for servicing of the Goods shall be located in the Republic of Belarus;</p>		<p><i>Please confirm that you accept all requirements and provide the name and address of the Technical Support and After Sales Service Centre for the tractor:</i></p>
<p><b>5. Spare parts requirements:</b></p> <p>The Contractor shall warranty supply of spare parts following purchase orders of UNDP or the End-user for a minimum period of 5 years.</p>		<p><i>Please confirm that you accept all requirements and provide the name and address of the supplier of spare parts and consumables:</i></p>
<p><b>6. Delivery time:</b> within 90 calendar days from the date of the contract start</p>		<p><i>Please specify the shortest possible delivery time:</i></p>
<p><b>7. Terms of delivery (Incoterms 2010):</b></p> <p><u>1 tractor with front-mounted loader:</u> <b>DAP Brest, Republic of Belarus, or</b></p> <p><b>Delivery to the Purchaser's warehouse:</b> Delivery by the Contractor's transport and at the Contractor's cost to v. Nivki, Oktyabr'skaya str, 41, Brest region, Republic of Belarus (for delivery from the territory of the Republic of Belarus)</p> <p>- <u>1 tractor with front-mounted loader:</u> <b>DAP Bragin, Novaya str, 4, Gomel' region, Republic of Belarus, or</b></p>		<p><i>Please confirm:</i></p>

<p><b>Delivery to the Purchaser's warehouse:</b> Delivery by the Contractor's transport and at the Contractor's cost to Bragin, Gomel' region, Republic of Belarus (for delivery from the territory of the Republic of Belarus)</p>		
<p><b>8. Pre-sale preparation:</b> The Supplier is obliged to carry out pre-sale preparation of the Goods in accordance with the types and quantities determined by the Manufacturer, and must make a note of such preparation in the service book (or other document replacing it). The Supplier guarantees that operating time does not exceed 15 operating hours;</p>		<p><i>Please confirm:</i></p>
<p><b>9. Acceptance of the Goods:</b> After delivery, the Goods will be inspected and tested to check their functionality, compliance with the specification and compliance with operational requirements.</p> <p>The Supplier/Supplier's authorized representative in the Republic of Belarus shall send experienced personnel to the places of delivery of the Goods to perform the following:</p> <ul style="list-style-type: none"> <li>- launch and test the Goods for operational reliability and efficiency under operating conditions;</li> <li>- carry out the necessary adjustments and adjustments at the site of operation to ensure such functioning of the Goods, which UNDP deems acceptable;</li> <li>- train End User personnel to operate and maintain the tractor, including training on safety, according to the Supplier's standard programme.</li> </ul> <p>UNDP will sign the Goods Acceptance Certificate of the Goods after the reliable and acceptable operation of the tractor has been demonstrated, and it has been verified that the tractor meets</p>		<p><i>Please confirm:</i></p>

	the technical specifications and operational requirements.		
--	--	--	--

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 3 – mini-tractor without cabin, engine up to 35 hp (1 mini-tractor), 2 tractors with cabins, engine up to 65 hp (2 tractors)**

The procurement is carried out as part of the Project “Support to Economic Development at the Local Level in the Republic of Belarus” which is funded by the European Union and implemented by UNDP in partnership with the Ministry of Economy of the Republic of Belarus. The implementation of entrepreneurial Initiatives **20-671 “Indoor Strawberry Production”, No. 20-635 "Creation of a Nursery for the Cultivation of Fast-Growing Trees of the Paulownia Genus" and No. 20-801 "Paunochny Piyaner"**.

**General requirements and purpose of the procurement:**

Procurement of a tractor, as part of the implementation of Initiative No. 20-671, is required for growing strawberries in Kobryn district of Brest region (mowing grass, spraying the plantation, transporting berries across the farm, removing snow, and forming ridges). The tractor is designed to work with mounted, semi-mounted and trailed machines and implements.

Procurement of a tractor, as part of the implementation of Initiative No. 20-635, is required for maintaining a tree plantation in the spring and summer period in the Kobryn district of the Brest region. The tractor is designed for soil cultivation, mowing grass and spraying trees to protect against insects using mounted and trailed machines and implements (a rotary tiller, a sprayer, a mower and a trailer).

Procurement of a tractor, as part of the implementation of Initiative No. 20-801, is required for maintaining a hazelnut garden in the Braslaŭ district of the Viciebsk region (spraying, transporting goods, mowing grass between rows, and land preparation - plowing and loosening the soil). The tractor is designed to work with mounted and trailed machines and implements (a mounted sprayer, a trailer, a mounted mower, plows and a cutter).

Name and Quantity	Description/Specification of Goods (According to the RFQ) and Requirements	Statement of Compliance with the Specification (According to the RFQ) and Requirements	Description/Specification of Goods (According to the RFQ) and Related Services  <i>Please specify offered features:</i>
<b>1. Mini-tractor – 1 pcs.</b>	<b>Model, manufacturer, country of origin</b>	-	<i>Please specify for the offered goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>I. Technical specifications:</b>	-	-
	<b>1. Type:</b> universal wheeled tractor with two drive axles, a power take-off (PTO) shaft and a rear hitch. Intended for use with mounted implements and towed machines and mechanisms.		<i>Please specify the type:</i>

	<b>2. Ground clearance:</b> At least 300 mm;		<i>Please specify the ground clearance:</i>
	<b>3. Engine:</b>	-	<i>Please specify for the engine: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>3.1. Type:</b> Diesel;		<i>Please specify the engine type:</i>
	<b>3.2. Engine nominal power, hp:</b> 24 -30;		<i>Please specify the engine rated power output:</i>
	<b>3.3. Engine preheater:</b> Available;		<i>Please confirm if the engine preheater is available:</i>
	<b>4. Трансмиссия:</b>	-	-
	<b>4.1. Gearbox:</b> Step-type mechanical;		<i>Please specify the gear box type:</i>
	<b>4.2. Drive:</b> four-wheel drive;		<i>Please specify the drive type:</i>
	<b>5. Power take-off (PTO) shaft:</b>	-	-
	<b>5.1. Rear PTO shaft:</b> Rear drive PTO shaft with clockwise rotation;		<i>Please confirm availability and indicate the direction of rotation and type of shank:</i>
	<b>5.2. Rear PTO speed, rpm:</b> At least 540;		<i>Please specify the speed:</i>
	<b>6. Wheel arrangement:</b> 4 x 4;		<i>Please specify the wheel arrangement:</i>
	<b>7. Wheel track:</b> Adjustable;		<i>Please confirm the ability to adjust the wheel track and specify the track width:</i>
	<b>8. Wheel fenders:</b> Rear;		<i>Please confirm if available:</i>
	<b>9. Cabin:</b> None;		<i>Please confirm:</i>
	<b>10. Number of seats:</b> 1;		<i>Please specify the number of seats:</i>
	<b>11. Work lights:</b> Headlights and rear lights;		<i>Please specify the lights:</i>
	<b>12. View mirrors:</b> Left and right adjustable external mirrors;		<i>Please specify the availability of left and rights adjustable external mirrors:</i>
	<b>13. Hydraulic outputs with standard coupling:</b> at least one pair in the rear;		<i>Please specify the number of pairs at the rear:</i>
	<b>14. Tow (drawbar) hitch:</b> available;		<i>Please confirm if available:</i>
	<b>15. Rear hitch:</b> Three-point hitch with a lifting capacity of at least 400 kg;		<i>Please specify the characteristics of the rear hitch:</i>
	<b>16. Painting:</b> standard manufacturer's painting of any color;		<i>Please specify the colour:</i>

	<b>17. Operation and maintenance manual, a Manufacturer's statement confirming the production of the tractor (technical passport), service log (or other similar document), a document with the Supplier's warranty obligations:</b> in Russian (included in the delivery of the Goods		<i>Please specify the documents in the scope of delivery and the language of the documents:</i>
	<b>II. General requirements:</b>	-	-
	<b>1. Year of manufacture:</b> 2020-2021 (new, not used, not previously repaired, upgraded or restored);		<i>Please specify the year of manufacture and confirm that the tractor is new, not used, not previously repaired, upgraded or restored:</i>
	<b>2. Warranty:</b> at least 12 months from the date of a written acceptance of goods by UNDP.  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: <u>Farming enterprise "Klubnika-Eco"</u>		<i>Please specify the warranty period:</i>
	<b>3. Warranty requirements:</b> The Contractor / authorized local representative of the Contractor shall provide warranty servicing at the Contractor's cost and shall cover labor, materials and parts. The moment of handing over the Goods as regards warranty obligations shall be the date of signing the acceptance certificate by UNDP. 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 UNDP or the End-user within 7 working days upon receipt of such request (if and when required the Contractor / authorized local representative of the Contractor qualified staff shall be send to the place of Goods operation for the rectification of defects at the Contractor's cost).		<i>Please confirm that you accept all requirements and provide the name and address of the Service Centre for the tractor:</i>

<p><b>4. Service requirements:</b></p> <p>The Contractor / authorized local representative of the Contractor shall provide after-sales servicing of the Goods for a minimum period of 5 years from the date of Goods acceptance by UNDP (under a separate service agreement to be signed by the Contractor and the End-user of the Goods).</p> <p>The Contractor / authorized local representative of the Contractor shall ensure product support service (in normal business hours), which include provision of responses to all questions regarding operation of the Goods, recommendations for operation, classification of problems and formulation of recommendations online, by phone or other means of communication.</p> <p>The technical support center for servicing of the Goods shall be located in the Republic of Belarus;</p>		<p><i>Please confirm that you accept all requirements and provide the name and address of the Technical Support and After Sales Service Centre for the tractor:</i></p>
<p><b>5. Spare parts requirements:</b></p> <p>The Contractor shall warranty supply of spare parts following purchase orders of UNDP or the End-user within not more than 7-10 days.</p>		<p><i>Please confirm that you accept all requirements and provide the name and address of the supplier of spare parts and consumables:</i></p>
<p><b>6. Delivery time:</b> within 90 calendar days from the date of the contract start</p>		<p><i>Please specify the shortest possible delivery time:</i></p>
<p><b>7. Terms of delivery (Incoterms 2010):</b></p> <p>DAP: Kobryn, Brest region, Republic of Belarus, or</p> <p><b>Delivery to the Purchaser's warehouse:</b> Delivery by the Contractor's transport and at the Contractor's cost to r Kobryn, Brest region, Republic of Belarus (for delivery from the territory of the Republic of Belarus).</p>		<p><i>Подтвердите, что Вы принимаете требование по поставке:</i></p>
<p><b>8. Pre-sale preparation:</b> The Supplier is obliged to carry out pre-sale preparation of the Goods in accordance with the types and quantities determined by the Manufacturer, and must make a note of such preparation in the service book (or other document replacing it). The</p>		<p><i>Подтвердите, что Вы принимаете требование:</i></p>



	Supplier guarantees that operating time does not exceed 15 operating hours;		
	<p><b>9. Acceptance of the Goods:</b> After delivery, the Goods will be inspected and tested to check their functionality, compliance with the specification and compliance with operational requirements.</p> <p>The Supplier/Supplier's authorized representative in the Republic of Belarus shall send experienced personnel to the places of delivery of the Goods to perform the following:</p> <ul style="list-style-type: none"> <li>- launch and test the Goods for operational reliability and efficiency under operating conditions;</li> <li>- carry out the necessary adjustments and adjustments at the site of operation to ensure such functioning of the Goods, which UNDP deems acceptable;</li> <li>- train End User personnel to operate and maintain the tractor, including training on safety, according to the Supplier's standard programme.</li> </ul> <p>UNDP will sign the Goods Acceptance Certificate of the Goods after the reliable and acceptable operation of the tractor has been demonstrated, and it has been verified that the tractor meets the technical specifications and operational requirements.</p>		<i>Подтвердите, что Вы принимаете условия приемки:</i>
<b>2. Tractor – 2 pcs.</b>	<b>Model, manufacturer, country of origin</b>	-	<i>Please specify for the offered goods: Model: _____ Manufacturer: _____ Country of origin: _____</i>
	<b>I. Technical specifications:</b>		-
	<b>1. Type:</b> universal wheel tractor with two drive axles, PTO and rear linkage. Intended for use with mounted implements and towed machines and mechanisms		<i>Please specify the type:</i>

<b>2. Weight of tractor (standard configuration), kg:</b> At least 1900;		<i>Please specify the weight:</i>
<b>3. Ground clearance, mm:</b> At least 340;		<i>Please specify the ground clearance:</i>
<b>4. Engine:</b>	-	<i>Please specify for the engine: Model: _____ Manufacturer: _____ Country of origin: ____</i>
<b>4.1. Type:</b> Diesel;		<i>Please specify the engine type:</i>
<b>4.2. Engine nominal power, hp:</b> 45 - 65;		<i>Please specify the engine power:</i>
<b>4.3. Emission standard:</b> Not lower than Euro 2;		<i>Please specify offered features:</i>
<b>5. Transmission:</b>	-	-
<b>5.1. Gearbox:</b> Synchronous step-type mechanical transmission;		<i>Please specify the gear box type:</i>
<b>5.2. Drive:</b> part-time four-wheel drive;		<i>Please specify the drive type:</i>
<b>6. Engine preheater:</b> Available;		<i>Please confirm if the engine preheater is available:</i>
<b>7. Power take-off (PTO) shaft:</b>	-	-
<b>7.1. Rear PTO shaft:</b> Rear drive PTO shaft with clockwise rotation (rear view of the tractor);		<i>Please confirm if the shaft is available:</i>
<b>7.2. Rear PTO speed, rpm:</b> minimum 540;		<i>Please specify the speed:</i>
<b>8. Wheel arrangement:</b> 4 x 4;		<i>Please specify the wheel arrangement:</i>
<b>9. Cabin and controls:</b>	-	-
<b>9.1. Type:</b> A closed, all-weather cabin with all-round visibility and side and rear windows;		<i>Please confirm the conformity with the specified characteristics:</i>
<b>9.2. Windshield wiper:</b> Available for the front windshield;		<i>Please confirm if the windshield wiper is available:</i>
<b>9.3. Lights:</b> Headlights and rear lights;		<i>Please specify the lights:</i>
<b>9.4. Cabin heater:</b> Available;		<i>Please specify if the cabin heater is available:</i>
<b>10. Rear hitch:</b> Three-point hitch with a lifting capacity of at least 1,500 kg on the rear suspension axle or at least 740 kg on the rear suspension hook and adjustable height hitch drawbar;	-	<i>Please specify the characteristics of the rear hitch:</i>

	<b>11. Painting:</b> standard manufacturer's painting of any color;		<i>Please specify the colour:</i>
	<b>12. Tool kit:</b> A standard set of tools supplied with the tractor;		<i>Please confirm that the tool kit is included in the scope of delivery:</i>
	<b>13. Operation and maintenance manual, a Manufacturer's statement confirming the production of the tractor (technical passport), service log (or other similar document), a document with the Supplier's warranty obligations:</b> in Russian (included in the delivery of the Goods		<i>Please specify the documents in the scope of delivery and the language of the documents:</i>
	<b>II. Общие требования:</b>	-	-
	<b>1. Year of manufacture:</b> 2020-2021 (brand new, not being used or repaired, refurbished or rehabilitated).		<i>Please specify the year of manufacture and confirm that the tractor is new, not used, not previously repaired, upgraded or restored:</i>
	<b>2. Warranty:</b> at least 24 months from the date of a written acceptance of goods by UNDP.  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: - 1 tractor to Farming enterprise "Yagodnaya korzinka", - 1 tractor to Farming enterprise "Leyal"		<i>Please specify the warranty period:</i>
	<b>3. Warranty requirements:</b> The Contractor / authorized local representative of the Contractor shall provide warranty servicing at the Contractor's cost and shall cover labor, materials and parts. The moment of handing over the Goods as regards warranty obligations shall be the date of signing the acceptance certificate by UNDP. 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 UNDP or the End-user within 7 working days upon receipt of such request (if and when required the Contractor / authorized local representative of the		<i>Please confirm that you accept all requirements and provide the name and address of the Service Centre for the tractor:</i>

	Contractor qualified staff shall be send to the place of Goods operation for the rectification of defects at the Contractor's cost).		
	<p><b>4. Service requirements:</b></p> <p>The Contractor / authorized local representative of the Contractor shall provide after-sales servicing of the Goods for a minimum period of 5 years from the date of Goods acceptance by UNDP (under a separate service agreement to be signed by the Contractor and the End-user of the Goods).</p> <p>The Contractor / authorized local representative of the Contractor shall ensure product support service (in normal business hours), which include provision of responses to all questions regarding operation of the Goods, recommendations for operation, classification of problems and formulation of recommendations online, by phone or other means of communication.</p> <p>The technical support center for servicing of the Goods shall be located in the Republic of Belarus</p>		<i>Please confirm that you accept all requirements and provide the name and address of the Technical Support and After Sales Service Centre for the tractor:</i>
	<p><b>5. Spare parts requirements:</b></p> <p>The Contractor shall warranty supply of spare parts following purchase orders of UNDP or the End-user for a minimum period of 5 years.</p>		<i>Please confirm that you accept all requirements and provide the name and address of the supplier of spare parts and consumables:</i>
	<b>6. Delivery time:</b> within 90 calendar days from the date of the contract start		<i>Please specify the shortest possible delivery time</i>
	<p><b>7. Terms of delivery (Incoterms 2010):</b></p> <p><u>1 tractor with front-mounted loader: DAP</u> v.Brilevo, Kobrin distrtrict, Brest region Republic of Belarus, or</p> <p><b>Delivery to the Purchaser's warehouse:</b> Delivery by the Contractor's transport and at the Contractor's cost to v. Brilevo, Kobrin distrtrict, Brest region Republic of Belarus (for delivery from the territory of the Republic of Belarus).</p> <p><u>1 tractor: DAP: Braslaŭ, Vitebsk region, Republic of Belarus, or</u></p> <p><b>Delivery to the Purchaser's warehouse:</b> Delivery by the Contractor's transport and at the Contractor's cost to Braslaŭ, Vitebsk</p>		<i>Please confirm:</i>

	region, Republic of Belarus (for delivery from the Republic of Belarus)		
	<p><b>8. Pre-sale preparation:</b> The Supplier is obliged to carry out pre-sale preparation of the Goods in accordance with the types and quantities determined by the Manufacturer, and must make a note of such preparation in the service book (or other document replacing it). The Supplier guarantees that operating time does not exceed 15 operating hours;</p>		<i>Please confirm:</i>
	<p><b>9. Acceptance of the Goods:</b> After delivery, the Goods will be inspected and tested to check their functionality, compliance with the specification and compliance with operational requirements.</p> <p>The Supplier/Supplier's authorized representative in the Republic of Belarus shall send experienced personnel to the places of delivery of the Goods to perform the following:</p> <ul style="list-style-type: none"> <li>- launch and test the Goods for operational reliability and efficiency under operating conditions;</li> <li>- carry out the necessary adjustments and adjustments at the site of operation to ensure such functioning of the Goods, which UNDP deems acceptable;</li> <li>- train End User personnel to operate and maintain the tractor, including training on safety, according to the Supplier's standard programme.</li> </ul> <p>UNDP will sign the Goods Acceptance Certificate of the Goods after the reliable and acceptable operation of the tractor has been demonstrated, and it has been verified that the tractor meets the technical specifications and operational requirements.</p>		<i>Please confirm:</i>

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:	<b>UNDP/LED/403/2021</b>	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.			
<b>Previous relevant experience: at least three contracts performed for supply of analogous equipment within last 3 years</b>				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity (dates of equipment supply)	Types of activities undertaken

<b>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)</b>				
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"/>	<b>Requirements and Terms and Conditions:</b> 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"/>	<b>Ethics:</b> 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 : <a href="https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct">https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</a> and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Conflict of interest:</b> 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"/>	<b>Prohibitions, Sanctions:</b> 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"/>	<b>Bankruptcy:</b> 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"/>	<b>Offer Validity Period:</b> 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:	<b>UNDP/LED/403/2021</b>	Date: Click or tap to enter a date.

#### Lot 1 - tractors, 80-100 hp engine (2 tractors)

<b>Currency of the Quotation:</b> <i>(indicate currency)</i>					
<b>INCOTERMS:</b> 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	Tractor (as per Technical Specification of Annex 1: Schedule of requirements – lot 1) Model: _____	Pcs.	2		
Transportation / delivery cost (DAP Bykhau, 1 tractor)					
Transportation / delivery cost (DAP Barysau, 1 tractor)					
VAT*					
Total Final and All-inclusive Price (with VAT)*					
Delivery lead time (calendar 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 2 tractors 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 – tractors, engine up to 65 hp, with front-mounted loaders (2 tractors with front-mounted loaders)**

<b>Currency of the Quotation:</b> <i>(indicate currency)</i>					
<b>INCOTERMS:</b> 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.	Tractor (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 1) Model: _____	Pcs.	2		
2.	Front-mounted loader (as per Technical Specification of Annex 1: Schedule of requirements – lot 2, item 2) Model: _____	Pcs.	2		
Transportation / delivery cost (DAP Brest, 1 tractor with front-mounted loader)					
Transportation / delivery cost (DAP Bragin, 1 tractor with front-mounted loader)					
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 tractors with front-mounted loaders 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 3 - mini-tractor without cabin, engine up to 35 hp (1 mini-tractor), 2 tractors with cabins, engine up to 65 hp (2 tractors)**

<b>Currency of the Quotation:</b> <i>(indicate currency)</i>					
<b>INCOTERMS:</b> 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.	Mini-tractor (as per Technical Specification of Annex 1: Schedule of requirements – lot 3, item 1) Model: _____	Pcs.	1		
2.	Tractor (as per Technical Specification of Annex 1: Schedule of requirements – lot 3, item 2) Model: _____	Pcs.	2		
Transportation / delivery cost (DAP Kobryn, 1mini-tractor)					
Transportation / delivery cost (DAP Brilevo, 1 tractor)					
Transportation / delivery cost (DAP Braslaŭ, 1 tractor)					
VAT*					
Total Final and All-inclusive Price (with VAT)*					
Delivery lead time (calendar 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 1 mini-tractor and 2 tractors 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
<b>Compliance with Minimum Technical Specifications listed in Annex 1</b>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b>Delivery Term (INCOTERMS)</b> 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.
<b>Delivery Lead Time</b> During maximum 90 calendar days from the date of the Contract signing	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b>Warranty and After-Sales Requirements</b> Requirements listed in Annex 1: Schedule of Requirements of this RFQ.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b>Validity of Quotation</b> Quotation remains valid for <b>90 (ninety) calendar days</b> from the deadline for the submission of Quotation.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b>Payment terms</b> <b>100% during 30 calendar days</b> after the acceptance of the equipment by UNDP	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b>Supply of equipment in a complete set</b> announced by the manufacturer, in accordance with Technical specification	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b>Full acceptance of the General Conditions of Contract</b>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b>Availability of completed proposal documents,</b> 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.

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.	
<b>Exact name and address of company</b> 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.