



## REQUEST FOR QUOTATION

**RFQ-TKM-004-2022**

**SUBJECT OF THE REQUEST:**

Tender for the selection of a supplier for the delivery equipment for introduction of energy-saving activities in the pilot hotel in Avaza.

RFQ Reference: RFQ-TKM-004-2022	Date: 28th March 2022
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## **SECTION 1: REQUEST FOR QUOTATION (RFQ-TKM-004-2022):**

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ-TKM-004-2022.

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

Annex 4: Joint Venture/Consortium/Association Information Form (In case of consortium/joint venture/sub-contracting)

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.

UNDP in Turkmenistan

## SECTION 2: RFQ INSTRUCTIONS AND DATA RFQ-TKM-004-2022

<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>Quotations shall be submitted before the business hour (18:00) April 11, 2022 Ashgabat time</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> <p>For eTendering submission - as indicated in eTendering system (<b>not applicable to this tender</b>). Note that system time zone is in EST/EDT (New York) time zone.</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 checked="" type="checkbox"/> <b>Courier / Hand delivery to UN registry sealed envelope with note on it "Request for Quotations "RFQ-TKM-004-2022"</b></p> <p><input type="checkbox"/> Other <a href="#">Click or tap here to enter text.</a></p> <p>Bid submission address:  <b>United Nations Development Programme, UN Building, UN Registry,  Archabil avenue 21, Ashgabat, Turkmenistan</b></p> <p><b>E-mail for submission: registry.tm@undp.org</b></p> <ul style="list-style-type: none"> <li>▪ <b>File Format:</b> Quotations that are sent via e-mail shall be virus-free and not exceed 10 MB;</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>shall not exceed 10 MB</b></li> <li>▪ Mandatory subject of email: <b>"Request for Quotations «RFQ-TKM-004-2022»</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</p>

	<a href="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</a>
<b>Gifts and Hospitality</b>	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.
<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 / Special Conditions for Contract.</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 days from the date indicated on every stage.</b></p> <p><input type="checkbox"/> Others [pls. specify]</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><input checked="" type="checkbox"/> <b>Foreign currency (US dollars) – for foreign companies.</b></p> <p><input checked="" type="checkbox"/> <b>Local currency (Turkmen manats) – for local companies.</b></p>
<b>Joint Venture, Consortium or Association</b>	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 <a href="#">Solicitation policy</a> for details on the applicable provisions on Joint Ventures, Consortium or Association.
<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. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>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</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>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;</p> <p>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</p> <p>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.</p>
<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>All prices must:</p> <p><input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input checked="" type="checkbox"/> <b>be exclusive of VAT and other applicable indirect taxes</b></p>
<b>Language of quotation</b>	<p>✓ <b>Russian (including documentation, catalogues, instructions and operating manuals);</b></p> <p><b>OR</b></p> <p>✓ <b>English (translation of catalogues, instructions and operating manuals into Russian);</b></p>
<b>Documents to be submitted</b>	<p>The applicants must include the following documents in their offer:</p> <p><input checked="" type="checkbox"/> Annex 2: Proposal Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Technical and financial offer duly completed, signed and in accordance with the Terms of Reference in Annex 1.</p> <p><input checked="" type="checkbox"/> Annex 4: Joint Venture/Consortium/Association Information Form (in case of Consortium/Joint Venture/sub-contracting).</p> <p><input checked="" type="checkbox"/> Information about the company, the volume of which should not exceed fifteen (15) pages, including printed brochures and product catalogs related to the purchased goods and/or services;</p> <p><input checked="" type="checkbox"/> Copies of registration documents (in the case of a Joint Venture, both the main contractor and the subcontractor are required);</p> <p><input checked="" type="checkbox"/> Information on previous experience in similar projects;</p> <p><b>Minimum requirement:</b> at least 3 years of relevant experience for the company in the supply of energy-saving, measuring, laboratory and research equipment (in the case of a Joint Venture, both the main contractor and the subcontractor are required);</p> <p><input checked="" type="checkbox"/> Quality certificate (for example, ISO, etc.) and / or other similar documents confirming the compliance of the proposed product with an international or national quality standard;</p> <p><input checked="" type="checkbox"/> Confirmation or permission to act as an agent on behalf of the manufacturer or a power of attorney for the positions <b>1, 2, 3, 4, 10, 11;</b></p> <p><input checked="" type="checkbox"/> Official appointment as a local representative if a tenderer submits the tender application on behalf of an entity located outside the country;</p> <p><input checked="" type="checkbox"/> Availability of documents for the operation of equipment in Russian;</p>

	<p><input checked="" type="checkbox"/> Provide information of qualified specialists from a Subcontractor company in Turkmenistan (attach CV of <b>2</b> technical specialists that have minimum of <b>3 years of experience in the field of installation of equipment and training of personnel to work with the equipment specified in the tender specification</b>) for educating personnel on equipment specified in the tender specification;</p> <p><input checked="" type="checkbox"/> Photos of each product offered must be included in the offer. The photographs must be accompanied by technical sheets describing the specifications of the products offered. The supplier should clearly state the specific details / model of the offered product;</p> <p><input checked="" type="checkbox"/> Attached a detailed training program for the purpose of training the hotel staff on the operation of the supplied equipment's;</p>
<b>Corresponding work permission/licence</b>	<p><b>Prime Contractor must have the permission of the Local/Turkmen Government</b> to carry out the works\ provision of services in the country provided in RFQ; <b>international contractors shall associate with a local contractor</b> with valid registration certificate from the relevant local authorities, in required Category of works/services;</p> <p>In case of consortium/joint venture/sub-contracting <b>a letter of intent (see sample Attachment 4)</b> with clear roles of each entity and how everyone will function as a team in project implementation is required; <b>Note:</b> after award an official joint venture agreement signed by among parties must be submitted;</p>
<b>Quotation validity period</b>	<p>The offer shall remain valid for 90 days from the date of the end of the period for submitting the commercial offer.</p> <p>In exceptional circumstances, the UNDP may request the supplier to extend the bid period beyond what was originally stated in this RFQ.</p> <p>In such a case, the supplier must confirm the renewal in writing, without any changes to the Offer.</p>
<b>Price variation</b>	<p>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.</p>
<b>Partial Quotes</b>	<p><input checked="" type="checkbox"/> <b>Not permitted</b></p> <p><input type="checkbox"/> Permitted</p>
<b>Alternative Quotes</b>	<p><input checked="" type="checkbox"/> <b>Not permitted</b></p> <p><input type="checkbox"/> Permitted</p>
<b>Payment Terms</b>	<p><input type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</p> <p><input checked="" type="checkbox"/> <b>Other</b></p> <ul style="list-style-type: none"> <li>✓ UNDP will pay the contractor 95% of the contract value after the complete delivery of equipment, installation, commissioning of the solar grid power station, training for hotel personnel on the operation of the solar grid power station.</li> <li>✓ UNDP will hold 5% from the contract value till the end of period of liability, which is 6 months. Indicated remaining part of the contract value will be paid after the end of a warranty period.</li> </ul>
<b>Conditions for Release of Payment</b>	<p><input type="checkbox"/> Passing Inspection [lack of defects and spoilage] Complete Installation</p> <p><input type="checkbox"/> Passing all Testing [specify standard, if possible]</p> <p><input checked="" type="checkbox"/> Completion of Training on Operation and Maintenance of the pilot hotel personnel (minimum 3 pers.) and the project staff (minimum 2 pers.)</p> <p><input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements</p> <p><input checked="" type="checkbox"/> <b>Others:</b></p> <ul style="list-style-type: none"> <li>✓ <b>Invoice.</b></li> </ul>
<b>Contact Person for correspondence, notifications and clarifications</b>	<p>Contact person: Aygul Atabayeva, Procurement Associate E-mail address: <a href="mailto:aygul.atabayeva@undp.org">aygul.atabayeva@undp.org</a> <b>Attention:</b> Quotations shall not be submitted to this address but to the address for quotation submission above (<a href="mailto:registry.tm@undp.org">registry.tm@undp.org</a>).</p>

	Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
<b>Clarifications</b>	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 posted on UNDP website.
<b>Evaluation method</b>	<input checked="" type="checkbox"/> <b>The Contract for the supply of goods/services or a Purchase Order will be awarded to the bidder with the lowest price offer among the technically relevant/compliant offers.</b> <input type="checkbox"/> Other
<b>Evaluation criteria</b>	<input checked="" type="checkbox"/> <b>Full compliance with all requirements of Request for Quotation including 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 type="checkbox"/> Others
<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>	During the award of a contract for the supply of containers and accessories for pilot project implementation, UNDP reserves the right to change (increase or decrease) the number of services and / or goods by a maximum of twenty-five percent (25%) of the total offer without any changes in the unit price or other 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>	April 2022
<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.

## **BRIEF DESCRIPTION OF THE PROJECT**

The project will develop green standards for operation of existing hotels in Awaza, and then will promote their implementation throughout the tourist zone. These standards may include a combination of required actions, including energy audit to identify conservation opportunities in rooms, kitchens, and other facilities such as saunas and swimming pools; ongoing energy management to ensure optimal performance of energy-using systems and controls; water-conservation audit; installation of low-water toilets and shower fixtures; elimination of daily laundering of sheets and towels; reduction of waste in packaging and other disposable items; and so on. Results will be measured at all participating hotels.

In conjunction with the new standards, the project will provide comprehensive technical audits of energy and water consumption of each major hotel of Awaza, with identification and preliminary cost estimation for conservation measures. It is expected that significant savings are achievable via measures such as occupancy sensors involving minimal cost or loss of comfort for guests. The project will follow up on audits with a study of measures implemented and savings achieved as a result of the audits.

The hotel of the Avaza has been accepted as a pilot facility for conducting an energy survey and at the first stage are recommended following energy -saving measures:

- solar energy use for energy supply of outdoor lightening;
- reduction of electricity consumption inside the hotel by introducing led lamps;
- reduction of water consumption in hotel by introducing the aerators with adjustable flow;
- introduction of composting of food and plant waste at pilot hotel;
- restoration of current water desalination to 120 m<sup>3</sup> per day;



## ANNEX 1: TERMS OF REFERENCE

Item No	Minimum technical requirements	Unit of measure	Quantity
1	Floodlight for sport sites	pcs.	76
2	Solar on-grid power station	pcs.	1
3	LED Lamp E-27	pcs.	3320
4	LED Lamp E-14	pcs.	3800
5	Adjustable Aerator with Mixer Adapter	pcs.	320
6	Water-saving shower adapter	pcs.	200
7	Composter	pcs.	4
8	Electric lawnmower	pcs.	2
9	Electric chipper	pcs.	2
10	Centrifugal submersible pump for waste and salt-water	pcs.	1
11	Membrane element	pcs.	12
12	Installation and adjustment of a solar on grid power station	Set of the service	1
13	Training of the personnel of the pilot hotel in the Avaza (minimum 3 pers.) and project staff (minimum 2 pers.) on the operation the solar on-grid station	Set of the service	1

### **Notes:**

1. Dismantling of old floodlight for sport sites are planned to be done by the employees of the pilot hotel;
2. The installation of new energy-efficient floodlights is planned to be done by the employees of the pilot hotel;
3. Training of the personnel of the hotel on the principles and peculiarities of working with the solar on-grid station in an amount sufficient for independent work, but not less than 4 days (24 hours of theoretical of practical studies and 8 hours of practical classes will be implemented by the selected Supplier.

**TECHNICAL CHARACTERISTICS OF THE REQUIRED EQUIPMENT FOR THE IMPLEMENTATION OF ENERGY-  
SAVING ACTIVITIES IN THE PILOT HOTEL.**

<b>1. SOLAR ENERGY USE FOR ENERGY SUPPLY OF OUTDOOR LIGHTENING</b>		
<b>Components:</b>		
<b>1.1 Floodlight for sport sites – 76 pcs.</b>		
<b>1.2 Set of solar on - grid power station – 1 pcs.</b>		
<b>Description/good specification</b>		
<b>1.1.</b>	<b>The supplied floodlights for lighting sports grounds must meet the minimum requirements listed below:</b>	
	<b>Characteristics</b>	<b>Requirements</b>
1.1.1.	Type of good	lighting device
1.1.2.	Color temperature	6500 K
1.1.3.	Case color	Black
1.1.4.	Shape of light device	Square
1.1.5.	Adjustment (modification) of color temperature	no
1.1.6.	Light distribution angle	100°
1.1.7.	Type of lamp	Spotlight
1.1.8.	Light type	LED
1.1.9.	Manufacturing country	EU countries, China, Turkey, South Korea.
1.1.10.	Lifespan	50 000 hours
1.1.11.	Installation method	Bracket
1.1.12.	Floodlight dimensions	295x240x39 mm
1.1.13.	Supply voltage	85-265 W
1.1.14.	Light capacity	100 Wt
1.1.15.	Maximum luminous flux	10 000 Lm
1.1.16.	Energy-efficiency class	A+
1.1.17.	Dimming	no
1.1.18.	Warranty, at least	Manufacturer's standard warranty period, at least 6 months
<b>1.2.</b>	<b>The supplied solar on- grid power station must meet the minimum requirements listed below:</b>	
	<b>Characteristics</b>	<b>Requirements</b>
1.2.1.	Single phase network inverter 3,3kWt	3 pcs.
1.2.2.	AC surge protection device 40/2	3 pcs.
1.2.3.	Power supplier installation	Turnkey

1.2.4.	Manufacturing country	EU countries, China, Turkey, South Korea, Russia
1.2.5.	Solar module Seraphim SRP 370 BM / or equal	27 pcs.
1.2.6.	Connectors MC-4	10 pcs.
1.2.7	A set of inclined adjustable mounts for 27 solar panels, an angle of 30-60 degrees.	1 set.
1.2.8	Copper stranded cable 2x6mm in PVA insulation resistant to UV radiation	70 m.
1.2.9	Lightning arrestor on the DC line up to 1000 V	3 pcs.
1.2.10.	Corrugated tube for laying cables, HDPE, UV resistant	70 m.
1.2.11.	Warranty, at least	Manufacturer's standard warranty period, at least 6 months
1.2.12.	Automatic DC circuit breaker 16A characteristic W, 1P	6 pcs.

2. REDUCTION OF ELECTRICITY CONSUMPTION INSIDE THE HOTEL BY INTRODUCING LED LAMPS		
<b>Components:</b>		
2.1. LED lamp E 27 – 3320 pcs.		
2.2. LED lamp E 14 – 3800 pcs.		
Description/Good specification		
2.1.	The supplied LED lamps must meet the minimum requirements listed below:	
	Characteristics	Requirements
2.1.1.	Lamp type	LED
2.1.2.	Capacity equivalent	40 Wt.
2.1.3.	Base	E-27
2.1.4.	Color temperature	6500K
2.1.5.	Bulb A55	Pear-shaped
2.1.6.	Manufacturing country	EU countries, China, Turkey, South Korea, Russia.
2.1.7.	Lifespan	15000 hours
2.1.8.	Luminous flux	470 Lm.
2.1.9.	Voltage	220-240 W.
2.1.10.	Capacity	5 Wt.
2.1.11.	Dimming	no
2.1.12.	Warranty, at least	Manufacturer's standard warranty period, at least 6 months

2.2.	<b>The supplied LED lamps must meet the minimum requirements listed below:</b>	
	<b>Characteristics</b>	<b>Requirements</b>
2.2.1.	Lamp type	LED
2.2.2.	Capacity equivalent	50 Wt.
2.2.3.	Base	E-14
2.2.4.	Color temperature	2700 K
2.2.5.	Lamp shape	candle-shaped
2.2.6.	Manufacturing country	EU countries, China, Turkey, South Korea and Russia.
2.2.7.	Lifespan	15000 hours.
2.2.8.	Luminous flux	350 Lm
2.2.9.	Voltage	220-240 W.
2.2.10.	Capacity	5 Wt.
2.2.11.	Dimming	no
2.2.12.	Warranty, at least	Manufacturer's standard warranty period, at least 6 months

<b>3. REDUCTION OF WATER CONSUMPTION IN HOTEL BY INTRODUCING THE AERATORS WITH ADJUSTABLE FLOW Components:</b>  <b>3.1. Adjustable Aerator with Mixer Adapter -320 pcs.</b> <b>3.2. Water-saving shower adapter – 200 pcs.</b>		
<b>Description/Good specification</b>		
3.1.	<b>The supplied aerators for the washbasin and bath mixer must meet the minimum requirements listed below:</b>	
	<b>Characteristics</b>	<b>Requirements</b>
3.1.1.	Type	Adjustable
3.1.2.	Water-saving,	30-80 %
3.1.3.	Manufacturing country	EU countries.
3.1.4.	Water resistance	Anti-lime
3.1.5.	Screw thread	Outer
3.1.6.	Water flow regulation	0-6 L/min
3.1.7.	Brass chrome adapter	1/2MxF24
3.1.8.	Screw thread dimension	M24 mm
3.2.	<b>The supplied water-saving shower head must meet the minimum requirements listed below:</b>	

	Characteristics	Requirements
3.2.1.	Installed at	Between shower hose and head
3.2.2.	Manufacturing country	EU countries.
3.2.3.	Connecting threads	½" internal screw thread x ½" external screw thread
3.2.4.	Standard lifespan	at least 7 years
3.2.5.	Frame	sanitary brass
3.2.6.	Internal structure	food plastics
3.2.7.	Maximum consumption	8 L/min
3.2.8.	Max. operation pressure	3 atm.
3.2.9.	Max. operating temperature	75 °C

#### 4. INTRODUCTION OF COMPOSTING OF FOOD AND PLANT WASTE AT PILOT HOTEL

##### Components:

4.1. Composter -4 pcs.

4.2. Electric lawn-mower -2 pcs.

4.3. Electric chipper – 2 pcs.

Description/Good specification		
4.1.	The supplied composter must meet the minimum requirements listed below:	
	Characteristics	Requirements
4.1.1.	Main functions	Composting of food and plant waste
4.1.2.	Color	Green
4.1.3.	Manufacturing country	EU countries.
4.1.4.	Dimension	1020x1300x1300 mm
4.1.5.	Volume	1000 L
4.1.6.	Body	Plastic thermolen
4.2.	The supplied electric lawn- mower must meet the minimum requirements listed below:	
	Characteristics	Requirements
4.2.1.	Type of equipment	lawnmower
4.2.2.	Cut-off width	46 sm.
4.2.3.	Rotation speed without load (fixed cutting mode)	2 800 ± 50 rpm.
4.2.4.	Transmission type	1st stage with fixed gear ratio
4.2.5.	Engine type	3-phase, brushless, DC
4.2.6.	Manufacturing country	EU countries, China, Turkey, South Korea and Russia.
4.2.7.	Forward speed	0,89 m/s

4.2.8.	Mode of mulching	yes
4.2.9.	Shear height regulator	6 stages, 20-74 mm
4.2.10.	Movement	automatic
4.2.11.	Transmission drive	vee-belt
4.2.12.	Engine capacity	1,8 kWt.
4.2.13.	Grass collector body	fabric
4.2.14.	Body	steel
4.2.15.	Weight	27, kg
4.2.16.	Transmission Gear Quantity	1
4.2.17.	Front/back track	419/439 mm
4.2.18.	Lubrication filling capacity	65 cm <sup>3</sup>
4.2.19.	Grass collector volume	55 L
4.2.20.	Front wheel diameter	178 mm
4.2.21.	Rear wheel diameter	212 mm
4.2.22.	Warranty, at least	Manufacturer's standard warranty period, at least 6 months
4.2.23.	Assured sound power level (by methods of 2000/14/EC, 2005/88/EC), (A)	92 dB
4.2.24.	Accumulator 6 a/h	2 pcs
<b>4.3.</b>	<b>The supplied electric chopper must meet the minimum requirements listed below:</b>	
	<b>Characteristics</b>	<b>Requirements</b>
4.3.1.	Cutting system	«Turbine – Cut»
4.3.2.	Grass collector	53 L
4.3.3.	Manufacturing country	EU countries, China, Turkey, South Korea and Russia.
4.3.4.	Cutting speed	41 rpm
4.3.5.	Tool dimensions (LxWxH)	707x388x965 mm
4.3.6.	Operating rotation frequency	2750 rpm
4.3.7.	Capacity	230 kg/hour
4.3.8.	Chipper productivity	45 mm
4.3.9.	Engine capacity	2500 W
4.3.10.	Torque	650 Hm
4.3.11.	Warranty, at least	Manufacturer's standard warranty period, at least 6 months

## 5. RESTORATION OF CURRENT WATER DESALINATION TO 120 m<sup>3</sup> PER DAY

### Components:

**5.1. Centrifugal submersible pump for waste and saltwater – 1 pcs.**

5.2. Membrane element-12 pcs.		
Description/Good specification		
5.1.	The supplied submersible centrifugal pump for wastewater and saltwater must meet the minimum requirements listed below:	
	Characteristics	Requirements
5.1.1.	Equipment type	Pump
5.1.2.	Number of turns	1450 1/min
5.1.3.	Placing	Submersible
5.1.4.	Liquid	Waste and saltwater
5.1.5.	Manufacturing country	EU countries, China, Turkey, South Korea and Russia.
5.1.6.	Productivity mx. /min.	180/110 m <sup>3</sup> /h
5.1.7.	Network connection	3~400, 50 w/ Hz
5.1.8.	Delivery pipe branch	100 DN
5.1.9.	Head, max/min	12,7/8,7 m
5.1.10.	Capacity	7,2 kWt
5.1.11.	Body	Bronze or stainless steel
5.1.12.	Maximum immersion depth	20 m
5.1.13.	Max. temperature of repumping environment	3 – 40 °C
5.1.14.	Insulation class	F
5.1.15.	Protection	68 IP
5.1.16.	Warranty	Manufacturer's standard warranty period, at least 6 months
5.2.	The supplied CPA5 Max reverse osmosis membrane element must meet the minimum requirements listed below:	
	Characteristics	Requirements
5.2.1.	Productivity	45,5 m <sup>3</sup> /24h
5.2.2.	Pressure	225 Psi
5.2.3.	Selectiveness, min	99,6 %
5.2.4.	Selectiveness, nom	99,7 %
5.2.5.	Desalination	Sea water
5.2.6.	Ddesalination objective	process water
5.2.7.	Warranty	Manufacturer's standard warranty period, at least 6 months
5.2.8.	Manufacturing country	EU countries, China, Turkey, South Korea and Russia.

#### Equipment Delivery Requirements

Equipment Delivery Requirements	
<b>Delivery date and time</b>	Bidder shall deliver the goods within 120 days after Contract signature.
<b>Delivery Terms (INCOTERMS 2020)</b>	<b>DPU (Delivery at Place Unloaded) ICOTERMS 2020</b>
<b>Customs clearance (must be linked to INCOTERM)</b>	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input checked="" type="checkbox"/> <b>Supplier/bidder (UNDP will provide all necessary documents for customs clearance of diplomatic cargo)</b> <input type="checkbox"/> Freight Forwarder
<b>Consignee</b>	<b>UN Development Programme in Turkmenistan (UNDP).</b> <b>Address: Ashgabat, Turkmenistan, 744036, Archabil avenue 21. (UN building)</b>  <b>TYPE OF CARGO: DIPLOMATIC CARGO</b>
<b>Exact Address(es) of Delivery Location(s)</b>	Pilot hotel "Khasyl" in the NTZ Awaza of the Turkmenbashi city, Balkan region, Turkmenistan. Tel: (+993 243) 5-75-95
<b>Packing Requirements</b>	The Supplier guarantees that the products are securely placed, packaged and labeled, taking into account the mode of transportation, in order to protect the goods during delivery to their final destination.
<b>Training on Operations and Maintenance</b>	The winner will need to conduct training for the personnel of the hotel on the principles and peculiarities of working with the solar on-grid station in an amount that is sufficient for independent operation, but not less than 4 days (24 hours of theoretical of practical studies and 8 hours of practical classes (herewith, it is necessary to provide in advance the CVs of the company representatives that will conduct the trainings, as well as the training program).
<b>Warranty Period</b>	The contractor is responsible for the supplied equipment and materials for 6 months from the date of signing the acceptance certificate, unless otherwise specified.
<b>After-sales service and local service support requirements</b>	If, within 6 months after the start of use of the product, any defects are found or they arise during operation (subject to all operating rules), the Supplier must eliminate the defect on site by making repairs within 1 month or replacing the broken part.
<b>Preferred Mode of Transport</b>	Choose an item.



## ANNEX 2: QUOTATION SUBMISSION FORM

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ-TKM-004-2022	Date: Click or tap to enter a date.

### Company Profile

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

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

#### Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<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.
<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.

Yes	No	
<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 – EQUIPMENT**

*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:	RFQ-TKM-004-2022	Date: Click or tap to enter a date.

#### **Technical proposal**

*Please provide the following:*

- brief description of your qualifications, capabilities and experience related to the Terms of Reference;
- team composition and CVs of key personnel

#### **Financial proposal**

**TABLE 1:**

Tender for the selection of a supplier for the delivery equipment for introduction of energy-saving activities in the pilot hotel in Avaza.

Item No	Description	UOM	Qty	Unit price	Total price
1	Floodlight for sport sites	pcs.	76		
2	Solar on grid power station	pcs.	1		
3	LED lamp E-27	pcs.	3320		
4	LED lamp E-14	pcs.	3800		
5	Adjustable Aerator with Mixer Adapter	pcs.	320		
6	Water-saving shower adapter	pcs.	200		
7	Composter	pcs.	4		
8	Electric lawnmower	pcs.	2		
9	Electric chipper	pcs.	2		
10	Centrifugal submersible pump for waste and saltwater	pcs.	1		
11	Membrane element	pcs.	12		
12	Installation and adjustment of a solar on-grid power station	Set of the service			
13	Training of the personnel of the pilot hotel on the operation the solar on-gird station	Set of the service			

Total Price	
Transportation Price	
Insurance Price	
Installation Price	
Other Charges (specify)	
<b>Total Final and All-inclusive Price</b>	

#### Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements <i>[pls. specify]</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

#### Other Information:

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

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
<i>Exact name and address of company</i> 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.

## **ANNEX 4: JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION FORM**

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
RFQ reference:	RFQ-TKM-004-2022		

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information <i>(address, telephone numbers, fax numbers, e-mail address)</i>	Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed
1	[Complete]	[Complete]
2	[Complete]	[Complete]
3	[Complete]	[Complete]

<b>Name of leading partner</b>  (with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution)	[Complete]
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We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

☐ Letter of intent to form a joint venture **OR** ☐ JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNDP for the fulfillment of the provisions of the Contract.

Name of partner: \_\_\_\_\_ Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

Name of partner: \_\_\_\_\_ Name of partner: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

