



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: : **UNDP/SOM/RFQ/2022/187927 GPCR HELATH
CENTER SUPPORT IN GOLDOGOB, PUNTLAND, SOMALIA.**

Date: 25 July 2022

UNDP kindly requests your quotation for: **for the provision of works for construction of kiosks and solar system for Governance, Peacebuilding, Crisis & Resilience (GPCR) Centre Support in Galdogob, Puntland, Somalia** - Advertisement as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter Section

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial offer

Annex 4: BOQ

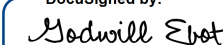
Annex 5: Drawings

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.

Please acknowledge receipt of this RFQ by utilizing the **"Accept Invitation"** function in the eTendering system. This will enable you to receive amendments or updates to the RFQ.

Thank you and we look forward to receiving your quotations.

Issued by:

DocuSigned by:

Signature: _____
Name: Godwill Enowebot
Title: Head of Procurement
Date: 25th July 2022

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>Quotation's submission deadline: _ Please submit your quotation by or before the submission deadline (date and time) displayed on the main screen of this Event at https://etendering.partneragencies.org The system will automatically block bid submission after the deadline.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> E-tendering: Applications must be submitted electronically in the UNDP eTendering system at: https://etendering.partneragencies.org then, search for this Event using the following information: Business Unit: SOM10, EVENT ID: RFQ-187927. Hard copy and email submissions will be rejected.</p> <p>If you are already registered in the UNDP eTendering system, login using your username and password.</p> <p>If you have never registered in the UNDP eTendering system, you can do so by accessing the eTendering system at https://etendering.partneragencies.org and sign in using the following guest account username and password then, follow instructions in the user guide to change your password.</p> <ul style="list-style-type: none"> •Username: event.guest •Password: why2change <p>Your new password should meet the criteria specified in the attached New Atlas Login Page.</p> <p>You can view and download tender documents using the guest account username and password. However, if you wish to participate, you must register in the system to submit your proposal.</p> <p>Detailed instructions on how to register, submit, modify, or cancel a bid in the UNDP eTendering system are provided in the UNDP eTendering User Guide for Bidders and instructional videos available at the following link: https://www.undp.org/content/undp/en/home/procurement/business/resources-for-bidders.html. We have also attached the UNDP eTendering User Guide for Bidders, and New Atlas login page for easy reference.</p> <p>Other Information regarding Electronic submission (eTendering) requirements</p> <ul style="list-style-type: none"> • Format: PDF files only: Bidders are encouraged to check the attachment formats prior to submission as UNDP will not be responsible if attachments are in other formats that cannot be opened without additional software. • All files must be free of viruses and not corrupted. Bidders are solely responsible for ensuring that any uploaded file is readable, that it is uncorrupted and free from viruses and malware. Failure to submit readable files will result in rejection of the proposal. • Digital certification/signature: Signed and stamped copy. • Time zone to be recognized: EST/EDT (New York) time zone. <p>When uploading files in the eTendering System, the following restrictions and specifications must be followed:</p> <ul style="list-style-type: none"> • Ensure all bid factors are answered, bid price is entered and all documents are uploaded before submitting the bid. Ensure your bid is submitted once it is complete. • Ensure use of appropriate and self-explanatory file names, organized structure and clear content which should correspond to the structure of the RFQ requirements and the required content of the bid. • Bidders are encouraged to use zip files up to maximum size of 50 MB. In such case, they should not include multiple lower sub-folders or directories. If you are uploading many files (Ex. 15 or more), please zip the files into a ZIP folder and upload the folder instead of each file individually. • The name of each file must not be longer than 60 characters. Also, the file name should not contain any special characters or letters from different alphabets/keyboards other than English, as per system restrictions.

	<ul style="list-style-type: none"> You can use the .xml upload function only once to upload your initial bid. If you need to make changes, you must make them online. You cannot attach documents through the .xml file, they must be uploaded directly into the eTendering system. You can start creating a bid response in the system at any time. You can use the “Save for later” function to save it as a draft. You can update your draft at any time before deadline by opening it from “View, Edit, or Copy from Saved bids” link and start editing the bid response. Make sure to click on “Submit bid” once you have completed your bid. Be careful when using the “Save for Later” function. It does not submit your bid, and in addition, it will remove the bid that you have submitted previously. If you want to edit a bid that has already been posted, you first must cancel your bid. You can do so by opening it from “View, Edit, or Copy from Saved bids” link and then click on “Cancel” link. Once this is done, you can create a new bid response. You can copy from the cancelled bid and then make needed changes. Bidders are advised to submit quotations well in advance of the submission deadline. Do not wait until the last minute because in the event you encounter a problem in submitting your proposal just before the deadline, UNDP cannot guarantee last minute Help-Desk support. It is the Bidder’s responsibility to ensure bids are posted in the system before the submission deadline.
Cost of preparation of quotation	UNDP shall not be responsible for any costs associated with a Supplier’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP’s Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti</p>
Gifts and Hospitality	Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP’s further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<input checked="" type="checkbox"/> General Terms and Conditions for Works

Special Conditions of Contract	Cancellation of PO/Contract if the delivery/completion is delayed: liquidated damages for delay shall be 0.5% per 20 days of delay, up to a maximum of 10% of the contract price after which UNDP may consider termination of the contract.
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	Quotations shall be quoted in United States Dollar (USD)
Joint Venture, Consortium or Association	<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 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 Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<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"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process. d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder: or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Duties and taxes	<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 checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p>English</p> <p>Including documentation including catalogues, instructions, and operating manuals.</p>
Financial Standing	<p>Minimum an average annual turnover of at least USD 100,000 for the financial years 2018, 2019 and 2020</p> <p>Bidders shall submit copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:</p>

	<ul style="list-style-type: none"> a) Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies. b) Historic financial statements must be audited by a certified public accountant. c) Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.
Bidders' Qualification	<ul style="list-style-type: none"> - Must be a legally registered company - Valid registration by the Ministry of Public Works of the Federal Government of Somalia to perform construction works in Somalia. - Have a minimum of three years' proven experience in performance of works in similar areas. - Demonstrated ability to complete work within the stipulated timeframe
Previous Similar Experience	<p>Must have performed similar projects of not less than USD 150,000 in the past three years (2019 to 2021)</p> <ul style="list-style-type: none"> - Please list only previous similar assignments and those for which the Bidder was legally contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or subconsultants, but can be claimed by the Experts themselves in their CVs. - UNDP reserves the right to request for further information/documentation from both the bidder and its clients.
Key Technical Staff	<ul style="list-style-type: none"> - Civil Engineer with a minimum of 3 years relevant experience. Bidder must submit CV of the civil engineer. - A minimum of a bachelor's degree in civil engineering - At least three years' experience in executing similar works.
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 <input checked="" type="checkbox"/> Company profile, brief description/background of the company. <input checked="" type="checkbox"/> Latest/valid Certificate of business Registration. <input checked="" type="checkbox"/> Copy of valid registration issued by the Ministry of Public Works of the Federal Government of Somalia (PL) demonstrating bidder is eligible/authorized to provide construction works services in Somalia. <input checked="" type="checkbox"/> A copy of the letter of intent to form a joint venture or JV/Consortium/Association agreement 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 (applicable if quotation is submitted on behalf of JV/consortium/association). <input checked="" type="checkbox"/> Latest/valid internal Revenue Certificate/Tax Clearance or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder <input checked="" type="checkbox"/> Audited financial statements including income statement and balance sheet for the last 3 Financial Years (2019, 2020, & 2021). <input checked="" type="checkbox"/> List and value of contracts for the last three years of similar works pertaining to this RFQ plus client's contact details (name and email address) who may be contacted for further information on those contracts. <input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top three clients in terms of Contract value in similar field. <input checked="" type="checkbox"/> Statement of confirmation of availability during the entire contract period signed by the proposed civil engineer. <input checked="" type="checkbox"/> Timetable/Schedule of works preferably in GANTT chart format. <p>Submission of all required documents is mandatory.</p>

Quotation validity period	Quotations shall remain valid for a minimum of 90 days from the deadline for the Submission of Quotation.			
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.			
Partial Quotes	<input checked="" type="checkbox"/> Not permitted			
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted			
Payment Terms	<input checked="" type="checkbox"/> 90% within 30 days after receipt of goods, works and/or services and submission of payment documentation.			
	Deliverables/ Outputs	Estimated Duration	Installment (%)	Review and Approvals Required
	Construction of water kiosk and Solar system	10 weeks	90%	
	Defect Liability Period	12 months after completion of works	10%	
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Works by the UNDP Engineer, based on full compliance with RFQ requirements. The Contractor shall submit an invoice (reflecting the work performed). UNDP shall affect payment of invoices after receipt of the certificate of payment issued by the Engineer, approving the amount contained in the report and the invoice. The Engineer may make corrections to that amount, in which case UNDP may affect payment for the corrected amount. The Engineer may also withhold invoices if the work is not performed at any time in accordance with the terms of the Contract. Final payment will be made upon certification of substantial completion of works 12 months after completion of works (Defects liability period).			
Contact Person for correspondence, notifications and clarifications	E-mail address: procurement.so@undp.org and copy to hamza.abbas@undp.org Any request for clarification must be sent in writing. Telephone enquiries will not be accepted. <i>Note: This email address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was officially received</i> Note: Only requests for clarifications should be sent to this email address. procurement.so@undp.org . 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 Bidders.			
Clarifications	Requests for clarification from bidders will not be accepted any later than five days before the submission deadline. Responses to request for clarification will be communicated by posting on the eTendering system at https://etendering.partneragencies.org at least five days before the submission deadline.			
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer			
Evaluation criteria	Preliminary Examination (Pass/Fail Basis) <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Valid Business Registration Certificate. <input checked="" type="checkbox"/> Copy of valid registration issued by the Ministry of Public Works of the Federal Government of Somalia (PL) demonstrating bidder is eligible/authorized to provide construction works services in Somalia.			

	<p><input checked="" type="checkbox"/> Latest/valid internal Revenue Certificate/Tax Clearance or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder</p> <p><input checked="" type="checkbox"/> Audited financial statements including income statement and balance sheet for the last 3 Financial Years (2018,2019, & 2020).</p> <p><input checked="" type="checkbox"/> List and value of contracts for the last three years of similar works pertaining to this RFQ plus client's contact details (name and email address) who may be contacted for further information on those contracts.</p> <p><input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top three clients in terms of Contract value in similar field</p> <p><input checked="" type="checkbox"/> Company profile, brief description/background of the company</p> <p><input checked="" type="checkbox"/> CV of the Key personnel</p> <p><input checked="" type="checkbox"/> bidder is not on any of the UN/'World Bank ineligibility lists.</p> <p>Technical Evaluation (on a Pass/Fail Basis):</p> <p><input checked="" type="checkbox"/> Technical responsiveness to BOQ requirements signed and stamped and full compliance with all requirements as specified in Annex 1.</p> <p><input checked="" type="checkbox"/> Full Compliance with delivery timeframe of 10 weeks. Implementation timetable of the project to be provided.</p> <p><input checked="" type="checkbox"/> Minimum 3 years' experience in construction/rehabilitation services.</p> <p><input checked="" type="checkbox"/> Qualification of Key Personnel</p> <p><input checked="" type="checkbox"/> minimum Average turnover of USD 100,000 for the financial year 2019, 2020, 2021</p> <p><input checked="" type="checkbox"/> Minimum 2 similar (renovation/rehabilitation/construction) works completed successfully. (Please provide the name and contract details for reference check).</p> <p><input checked="" type="checkbox"/> Full acceptance letter of the Contract General Terms and Conditions [this is mandatory criteria and cannot be deleted regardless of the nature of services required.</p> <p><input checked="" type="checkbox"/> Full Compliance with delivery timeframe of 10 weeks. Implementation timetable of the project to be provided.</p>
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Type of Contract to be awarded	<input checked="" type="checkbox"/> Contract for Works
Expected date for contract award.	Works to be completed within 8 calendar weeks from the date the site is handed over to the Contractor.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: SCHEDULE OF REQUIREMENTS

The objective of the assignment is to construct kiosks and solar system for the **GPCR Project, Health Centre Support in Goldogob, Puntland State of Somalia**.

A. Scope of Works

The selected Contractor will perform the works described below in close Consultation, and coordination with UNDPs Engineer.

The works will be performed in accordance with the General Conditions of Contract, the schedule of requirement, the drawings, and descriptions set out in the Bill of Quantities (BOQ).

- i. Solar system installation and supply
- ii. Construction of Kiosk 1: 200m from elevated water tank- village Center
- iii. Construction of Kiosk 2: 700m from the elevated water tank-Beeraha

The Contractor shall examine the site location thoroughly and familiarize with the nature of the ground, methods to be applied and physical obstructions and conditions on site that may affect his work and prices. Claims due to lack of knowledge of site conditions will not be entertained.

The samples of all the materials, fittings and fixtures are to be approved by UNDP engineer before they are brought to site and utilized.

B. Institutional arrangements

- i. The contractor/service provider will work under the overall supervision of the UNDP Engineer who will supervise and inspect the works during its execution. Day-to-day activities will be managed by the Contractor's civil engineer and monitored by the engineer.
- ii. The UNDP Engineer will regularly check the progress of works and notify the Selected contractor if any defects are identified. Such monitoring checks shall not release the selected contractor's responsibilities/contractual obligations.
- iii. Potential bidders may visit the site and/or gain relevant information of the site from appropriate sources before submitting their offers to get familiar with site conditions that may affect their bids. Potential bidders are expected to make their own arrangements to visit the site at their own expenses.

C. Expected duration of the contract/assignment

The project will be completed within 10 calendar weeks from the the date of site handover plus 12 months of defects liability period (DLP) where the Contractor will remedy any defects or unacceptable execution of works without additional cost as instructed by UNDP.

D. Duty Station/Location of Works

Goldogob in Puntland State of Somalia.

E. Qualifications of Selected Bidder

The Bidder must:

- i. Be a legally registered company.
- ii. Be registered with the Ministry of Public Works of the Federal Government of Somalia. This will be proven by submission of a valid registration.
- iii. Have a minimum of three years' proven experience in performance of work in similar areas.
- iv. Have performed similar projects in the past three years (2019-2021).
- v. Minimum 2 similar (renovation/rehabilitation/construction) works completed successfully.
- vi. Provision of training on operations and maintenance of the solar system.

F. Qualification of Key Personnel

A civil engineer with the following qualifications:

- i. A minimum of a bachelor's degree in civil engineering
- ii. At least three years' experience in executing similar works.

The CV of the proposed engineer must be submitted with the Bid.

Delivery Requirements

Delivery Requirements	
Expected Delivery Date	Within 10 calendar Weeks after site handover.
INCOTERMS (2020)	Delivery at Place (DAP)
Exact Delivery Location	GPCR Health Center Support in Goldogob, Puntland State of Somalia
Customs clearance	<input checked="" type="checkbox"/> Supplier/bidder
Training on Operations and Maintenance	Provision of 1-to-2-day training
Warranty Period	12 months Defects Liability Period (DLP)
Mode of Transport	N/A
Literature	All documentations, including catalogues, instructions, and operating manuals, shall be in the English language

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:		
RFQ reference:	UNDP/SOM/RFQ/2022/187927	GPCR HELATH CENTER SUPPORT IN GOLDOGOB, PUNTLAND, SOMALIA

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	
Legal Address, City, Country	
Website	
Year of Registration	
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) <i>(If yes, provide a Copy of the valid Certificate):</i>	<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? <i>(If yes, provide a Copy of the valid Certificate):</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? <i>(If yes, provide a Copy)</i>	<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 <i>(If yes, provide a Copy)</i>	<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: Bank Address: IBAN: SWIFT/BIC: Account Currency: Bank Account Number:

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

Signature: _____

Name:

Title:

Date:

**Signed by
authorized
signatory and stamp
with official stamp**

ANNEX 3: TECHNICAL AND FINANCIAL OFFER – WORKS

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

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	UNDP/SOM/RFQ/2022/187927	Date: 25 July 2022

Technical Offer

Provide the following:

- *a brief description of your qualification and capacity that is relevant to the Scope of Works.*
- *a brief method statement and implementation plan.*
- *team composition and CVs of key personnel*

Financial Offer

Price Schedule Form / Bill of Quantities (BOQ) (Annex 4)

Bidders must complete the BOQ, in annex 4, sign stamp and submit the signed BOQ in PDF format. You must also attach the filled excel version.

This Bill of Quantities is an itemized breakdown of the works to be carried out, indicating a quantity for each item and the corresponding unit price.

1. The rates and prices bid in the Priced Schedule/BOQ shall, except insofar as it is otherwise provided under the Contract, include all Constructional, labor, supervision, materials, erection, transportation, contingencies, maintenance, insurance, profit, taxes, and duties, together with all general risks, liabilities, and obligations set out or implied in the contract. where no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of Construction works.
2. Errors will be corrected by the UNDP for any arithmetic errors in computation or summation as follows:
 - i. Where there is a discrepancy between amounts in figures and in words, the amount in words will govern and.
 - ii. Where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit price and the quantity, the unit rate as quoted will govern, unless in the opinion of the UNDP, there is an obviously gross misplacement of the decimal point in the unit price, in which even the total amount as quoted will govern and the unit rate will be corrected.
3. The UN and its subsidiary organs are exempt from all taxes. Therefore, the prices shall exclude Value Added Tax (VAT).

Annex 4: Bill of Quantities

Please refer to the BOQ attached separately, please use your letterhead and return the excel sheet and signed BOQ in PDF format.

Annex 5: Drawings

Separately attached