



## REQUEST FOR QUOTATION (RFQ)

**RFQ Reference: RFQ\_24\_2022**

**Date: 12 August 2022**

### SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of:

**Rehabilitation of Macomia Attorney, as detailed in Annex 1 of this RFQ.**

This Request for Quotation comprises the following documents:

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

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2.

It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

**DocuSigned by:**

**Signature:**

A blue ink signature of Hanan Al Ali is shown above a horizontal line. Below the signature, the DocuSign ID '80D25BF384364E1...' and the date '15-Aug-2022' are visible.

**Name:** Hanan Al Ali

**Title:** Procurement Specialist

**Date:**

**DocuSigned by:**

A blue ink signature of Roselyn Sinemani is shown above a horizontal line. Below the signature, the DocuSign ID '7ECDF801FCC74CD...' is visible.

**Signature:**

**Name:** Roselyn Sinemani

15-Aug-2022

**Title:** Operatinos Manager

**Date:**

**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>Site Visit</b>	<p>The Site Visit for Rehabilitation of Macomia Attorney will be Conducted as per below:  Gerson Taelia, Focal Point For Site Visit  Time: <b>10:00AM</b> (Mozambique time (GMT+2hrs))  Date: <b>17<sup>th</sup> August 2022</b>  Venue: Macomia Village, On the Site</p> <p>Email for confirmation:  <b>Email: <a href="mailto:procurement.pemba@undp.org">procurement.pemba@undp.org</a></b></p> <p>Bidders willing to attend the Site Visite should confirm their interest to participate to above e-mail address. If we did not receive any confirmation this will mean nobody is interested in the pre-bid meeting.</p>
<b>Deadline for the Submission of Quotation</b>	<p><b>25<sup>th</sup> August 2022 by 5 PM Maputo 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>
<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:pembabidssubmission.mz@undp.org">pembabidssubmission.mz@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> </ul> <p>Mandatory subject of email: <a href="#">RFQ 24 2022 Rehabilitation of Macomia Attorney</a></p> <ul style="list-style-type: none"> <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</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>of quotation</b>	
<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_and_investigation.html#anti">http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.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 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.</p>
<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 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 checked="" 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"/> Cancellation of PO/Contract if the delivery/completion is delayed by 20 Calendar Days</p> <p><input checked="" type="checkbox"/> Others: Liquidated damages: the liquidated damages for delay shall be 0.5% of the total amount for each day of delay until actual completion, up to maximum deduction of 10% of the value of the Civil Works Contract. Once the maximum is reached, UNDP may consider termination of the Civil Works Contract.</p> <p><input checked="" type="checkbox"/> Performance Security: Required in the amount of 10% of total contract value for a period of 12 months after completion of the construction.</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.</p>

	<p>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>	Quotations shall be quoted in <b>Metical (Mozambique local currency for local vendors)</b>
<b>Joint Venture, Consortium or Association</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 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>All prices must:</p> <p><input checked="" type="checkbox"/> be inclusive of VAT and other applicable indirect taxes <b>(Please Separate VAT in a separate line)</b></p>
<b>Language of quotation</b>	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
<b>Documents to be submitted</b>	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</li> <li><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</li> <li><input checked="" type="checkbox"/> Copy of Latest Registration certificate;</li> <li><input checked="" type="checkbox"/> Company Profile indicating minimum 3 (three) years of engagement in similar to the Terms of Reference projects, and at least 3 (three) projects of similar to the Terms of Reference nature have been completed for the last 3 (three) years.</li> </ul>

	<input checked="" type="checkbox"/> List and value of projects performed for the last 3 years plus client's contact details who may be contacted for further information on those contracts; <input checked="" type="checkbox"/> List of Equipment including ownership proof or rental contract, see the list at the evaluation criteria. <input checked="" type="checkbox"/> List and value of completed and ongoing Projects with UNDP and other national/multi-national organization with contact details of clients and current completion ratio of each ongoing project; <input checked="" type="checkbox"/> Completed and signed CVs for the proposed key Personnel (Civil Engineer and Electric Engineer) including their valid Diploma. <input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from at least 2 (two) clients in terms of Contract value in similar field and contracts and PO's;				
<b>Quotation validity period</b>	Quotations shall remain valid for <b>90 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>	<input checked="" type="checkbox"/> Not permitted				
<b>Alternative Quotes</b>	<input checked="" type="checkbox"/> Not permitted				
<b>Payment Terms</b>	<b>MILESTONE</b>		<b>PERCENTAGE %</b>	<b>No. of Weeks completion</b>	<b>COMMENTS</b>
	1	PHASE # 1	<b>50%</b>	5 Weeks	PAYMENT IS PROCESSED UPON RECEIPT OF INVOICE AND UNDP SATISFACTORY ACCEPTANCE
	2	PHASE # 2	<b>50%</b>	5 Weeks	PAYMENT IS PROCESSED UPON RECEIPT OF INVOICE AND UNDP SATISFACTORY ACCEPTANCE
<b>Conditions for Release of Payment</b>	<input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements  Payment for completed works shall be made within 30 (thirty) days from the date of receipt of the original invoice, registered VAT certificate and the Certificate of Substantial Completion in respect of the Works signed by a UNDP project representative, Contractor, a representative of the organization providing technical supervision of construction and UNDP Engineer.				
<b>Contact Person for correspondence, notifications and clarifications</b>	E-mail address: <a href="mailto:procurement.pemba@undp.org">procurement.pemba@undp.org</a> <b>Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified.</b> <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>				
<b>Clarifications</b>	Requests for clarification from bidders will not be accepted any later than 3 days before the submission deadline. Responses to request for clarification will be communicated in Procurement Notice webpage.				
<b>Evaluation method</b>	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer				

<b>Evaluation criteria</b>	<p>Administrative Requirements:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Offers must be submitted within the stipulated deadline.</li> <li><input checked="" type="checkbox"/> Offers must meet required Offer Validity.</li> <li><input checked="" type="checkbox"/> Offers include requested company/organization documentation as mentioned above in “Documents to be submitted” section.</li> <li><input checked="" type="checkbox"/> Construction company with a valid registration.</li> <li><input checked="" type="checkbox"/> Full acceptance of the Contract General Terms and Conditions.</li> <li><input checked="" type="checkbox"/> Similar construction work ( at least 3 signed and completed contracts with their respective PO)</li> </ul> <p>Technical Requirements:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> ( Minimum Alvara classification of Class 3 )</li> <li><input checked="" type="checkbox"/> Availability of the below list of equipment:</li> </ul> <table border="1" data-bbox="325 645 1278 943"> <tr> <th colspan="2">LIST OF MINIMUM EQUIPMENT</th></tr> <tr><td>Tipper truck with a minimum capacity of 5 tons</td><td></td></tr> <tr><td>Vibratory Plate Compactor</td><td></td></tr> <tr><td>Concrete mixers with a minimum capacity of 500L</td><td></td></tr> <tr><td>Concrete vibrators</td><td></td></tr> <tr><td>Scaffolding pairs</td><td></td></tr> <tr><td>Electric generator</td><td></td></tr> <tr><td>All essential work tools in civil construction</td><td></td></tr> </table> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Number of calendar days to complete construction works must be done within Maximum 10 weeks 75 (Seventy-five) calendar days, starting from the date of contract signing.</li> <li><input checked="" type="checkbox"/> Availability of qualified technical staff to perform the work according to the list below:</li> </ul> <table border="1" data-bbox="325 1120 1457 1588"> <tr> <th>Staff Position</th><th>Minimum educational qualification</th><th>Minimum years of experience</th><th>Time-effort required</th></tr> <tr> <td rowspan="2">Site Engineer (Diretor de obra)</td><td>BSc in Civil Engineering</td><td>The Civil Engineer must have at least 3 years experience</td><td rowspan="2">Full-time resident position: to be available on-site during implementation of the works in Macimia Village, from start until completion</td></tr> <tr> <td>or Civil Engineer Technician</td><td>The Technician must have at least 5 years of experience in on-site management of construction works</td></tr> <tr> <td>Electrical Technician</td><td>Bachelor in Electrical or Medium Level in Electricity</td><td>3 years of experience working with building/residential system installations and well familiarized with installation of fotovoltaic systems</td><td>Available on dully time up to the testing and commissioning</td></tr> </table>	LIST OF MINIMUM EQUIPMENT		Tipper truck with a minimum capacity of 5 tons		Vibratory Plate Compactor		Concrete mixers with a minimum capacity of 500L		Concrete vibrators		Scaffolding pairs		Electric generator		All essential work tools in civil construction		Staff Position	Minimum educational qualification	Minimum years of experience	Time-effort required	Site Engineer (Diretor de obra)	BSc in Civil Engineering	The Civil Engineer must have at least 3 years experience	Full-time resident position: to be available on-site during implementation of the works in Macimia Village, from start until completion	or Civil Engineer Technician	The Technician must have at least 5 years of experience in on-site management of construction works	Electrical Technician	Bachelor in Electrical or Medium Level in Electricity	3 years of experience working with building/residential system installations and well familiarized with installation of fotovoltaic systems	Available on dully time up to the testing and commissioning
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<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 checked="" type="checkbox"/> <a href="#">Contract for Works</a>																														
<b>Expected date for contract</b>	<b>05 September 2022</b>																														

<b>award.</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

Please Refer to the following documents that are attached:

Document	Location	Delivery
<b>Rehabilitation Of Macomia Attorney</b>		
<b>ANNEX 1.1</b> SCOPE OF WORK (ENG)	Macomia Village, Cabo Delgado Province- Mozambique	Within Maximum 75 Calendar Days [10 weeks]
<b>ANNEX 1.2</b> TECHNICAL SPECIFICATIONS		
<b>ANNEX 1.3</b> BOQs- Rehabilitation of Macomia Attorney		
<b>ANNEX 1.4</b> PLANT (drawings) – Macomia Attorney		



## 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_24_2022 Rehabilitation of Macomia Attorney	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.
Contact Person Name	Click or tap here to enter text.
Contact Person email Address	Click or tap here to enter text.
Contact Person Phone No.	Click or tap here to enter text.
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: 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.

**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.
<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.

### 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:	RFQ_24_2022 Rehabilitation of Macomia Attorney	Date:.

#### Technical Offer

The Bidder's Technical Offer shall include all the required documents to be submitted in addition to the following:

**Please complete the following documents including the technical brand name and technical offer:**

**ANNEX 3.1. TECHNICAL OFFER for Rehabilitation of Macomia Attorney**

**The bidder can use the below table or other form**

**Table 1: Brief description of your qualification and capacity that is relevant to the Scope of Works**

	Name of The Company	Description of Qualifications	Capacity that is relevant to the Scope of Works	Other relevant information

**The bidder can use the below table or other form**

**Table 2: Brief methodology statement and implementation Plan**

	Name of The Company	Methodology Statement	Implementation Plan	Other relevant information

**The bidder should complete the below table**

<b>Table 3. Team composition and CVs of Key Personnel and Availability of staff to perform the work</b>						
No	Full names of the staff	Position	Qualification	Years of Work experience	Status: Fully dedicated to this project /partially dedicated to this project	CVs to be attached
1.						
2.						
3.						
.....						

**The bidder should complete the below table**

<b>Table 4. Works performed as a contractor for construction works of a similar nature in the last 3 (three) years</b>						
Name of previous contracts/Project Name	Client & Reference Contact Details including e-mail	Description of Works	Contract Value	Period of activity	Types of activities undertaken	

**The bidder should complete the below table**

<b>Table 5. Works' schedule –Rehabilitation of Macomia Attorney</b>			
No.	Work Chapter	Timing of the performance of works from the date of signing the contract	Duration of Work/DAYS
Rehabilitation of Macomia Attorney			
1.	Rehabilitation Of Macomia Attorney		
TOTAL NO. OF DAYS			

**The bidder should complete the below table**

<b>Table 6. Equipment list</b>					
Equipment list	Ownership	Rental	Value	Quantity	Period of Rental/contract

## Financial Offer

**Please Complete the attached Financial Offer in both Excel and PDF**

### ANNEX 3.2 FINANCIAL OFFER OF BOQ Rehabilitation of Macomia Attorney

**Please Complete the Below Financial Summary**

**Table 6. Financial Summary**

#### Rehabilitation of Macomia Attorney

	Description of Work/Chapter as per BOQ	Total Price (MZN)
1.	Rehabilitation of Macomia Attorney	
TOTAL 1-5 Excluding VAT		
VAT (17%)		
GRAND TOTAL Including VAT		

#### Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time (Number of calendar days to complete construction works should not be more, than <b>75 (Seventy-Five) calendar days [10 weeks]</b> from the date of the contract signing)	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Click or tap here to enter text.</a>
Validity of Quotation (90 Day)	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Click or tap here to enter text.</a>
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Click or tap here to enter text.</a>
Free of charge to the Customer to eliminate any defects, deficiencies, inconsistencies of substandard materials, works, devices, structures, revealed within 12 months after the site was put into operation	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Click or tap here to enter text.</a>

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: <a href="#">Click or tap here to enter text.</a> Address: <a href="#">Click or tap here to enter text.</a> <a href="#">Click or tap here to enter text.</a> Phone No.: <a href="#">Click or tap here to enter text.</a> Email Address: <a href="#">Click or tap here to enter text.</a>	<b>Authorized Signature:</b> Date: <a href="#">Click or tap here to enter text.</a> Name: <a href="#">Click or tap here to enter text.</a> Functional Title of Authorised Signatory: <a href="#">Click or tap here to enter text.</a> Email Address: <a href="#">Click or tap here to enter text.</a>
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