REQUEST FOR QUOTATION FOR LOW-VALUE GOODS

DATE: 08/09/2022

SUBJECT: Request for quotation for Semi-Automatic Aseptic Bag-in-Box Filling Machine

REF: RFQ/051/22 - Supply of Semi-Automatic Aseptic Bag-in-Box Filling Machine

DEADLINE: 22.09.2022

PAGES: 6

Dear Sirs,

We kindly request that you provide a quotation for the goods described below.

<table>
<thead>
<tr>
<th>#</th>
<th>Item Description</th>
<th>Sample photos</th>
<th>Unit</th>
<th>Qty</th>
<th>Price in [Currency] (exclusive of VAT)</th>
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<tr>
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<td></td>
<td>Unit Price</td>
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<td>1.</td>
<td>Single Aseptic Filling Bag-in-Box</td>
<td></td>
<td>Pcs.</td>
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This Single Aseptic Filling Bag-in-Box semi-automatic aseptic filling machine is designed for aseptic filling of aseptic bags using sterile glasses such as natural juice, concentrate, vegetable juice, fruit syrup, fruit jam, magmatic drink, dairy product and pharmaceuticals. The machine can use a variety of nozzles including Vitop and Scholle's. It is designed with CIP (Clean-in-Place) function and circuit to connect to CIP system.

**Note:** The photo is provided as a sample

**Peculiarities:**
1) 304 stainless steel body and 316L stainless steel contact parts.
2) Use of a bag/package from 1 to 25 liters.
3) Steam is the unique sterilization system used to avoid chemical contamination.
4) Reliability and high standards. Most of the components are high-quality components.
5) Designed CIP (Clean-in-Place) function and circuit connection.
6) The system of scales or flowmeters used improves filling accuracy and truly ensures quantitative filling.
7) Filling and capping parts are moved in a closed steam room which ensures sterility.
8) Easy to use. The touch screen control system simplifies operation.

**Specifications:**
- Applicable bag: 1-inch spout made from aseptic bags, 1-25 liters. (A spout is also called a flange.)
- Filling capacity: 120 bags/hour for 10 liters of aseptic bags (when feeding 3 tons/hour)
- Power: 1.5 kW
- Compressed air: 6-8bar, 2m3/h
- Food steam: 5-8bar, 36kg/h
- Warranty: 12 months from the date of installation and commissioning of the equipment with approval by the relevant acts.
- The equipment must be new and of high quality, not earlier than 2021
- The quality must be confirmed by appropriate certificates.

**Total Prices of Goods**
- Transportation costs (final delivery address: 1, Novokoltsevaya street, Andijan city, Andijan region, Republic of Uzbekistan, “CIBUS NATURAL” LLC)
- Packing, Insurance and other costs
- Training: offline, onsite training for the end user on how to use the equipment
- Installation: installation, testing, commissioning, and startup
- VAT (if applicable for Local UZB Vendor)

**Total All-Inclusive Bid Price**

**Notes:**
1. The bidders must quote genuine, branded products. UNDP may conduct a post-delivery inspection at its sole discretion.
2. Sample of all items to be submitted with the bid response (as applicable).
3. Price to include delivery, installation/ testing/ commissioning
4. Site survey will be arranged on request (as applicable)
5. Brochures and Technical details of the model offered MUST be submitted with the bid offer (as applicable) in Russian or English.

The UNDP General Terms and Conditions are an integral part of this RFQ and should be reviewed by all bidders. [http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html](http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html).

In submitting a quotation, bidders expressly accept to be bound by these General Terms and Conditions.

Any Purchase Order resulting from this process shall incorporate them in full.

Please submit your quotation by completing the right column of the form below:
<table>
<thead>
<tr>
<th><strong>UNDP Requirements</strong> [to be filled out by Buyer]</th>
<th><strong>Bidder’s Response</strong></th>
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</table>
| Validity of Offer:                              | ☑ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| ☑ 60 days                                       | □ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| In exceptional circumstances, UNDP may request the Offeror to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. In such case, the extension shall be confirmed in writing, without any modification whatsoever of the Quotation. |
| Warranty Period Offered (as applicable):        | ☑ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| ☑ Minimum of 12 consecutive months.              | □ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| from the date of installation and commissioning of the equipment with approval by the relevant acts |
| Description of Warranty Coverage (as applicable):| ☑ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| ☑ Standard manufacturer’s Warranty.              | □ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| Description of After Sales Service (as applicable):| ☑ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| ☑ Warranty on the Goods and spare parts for a minimum period of 12 consecutive months. |
| ☑ Technical Support.                             | □ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| ☑ Elimination of inconsistencies and malfunctions during the warranty period, including delivery and replacement; replacement with completely new Goods if the delivered one does not comply with the Specification or cannot be repaired. |
| Delivery Terms (linked to INCOTERMS 2020):      | ☑ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| ☑ DAP – 1, Novokoltsevaya Str., Andijan city, Andijan region, the Republic of Uzbekistan, “CIBUS NATURAL” LLC. |
| Customs clearance<sup>1</sup>, if necessary, is carried out by UNDP. The equipment must be delivered to a customs post in Tashkent, Uzbekistan, to the name of UNDP for customs clearance. After completion of customs clearance, the vendor is obliged to organize transportation to the above-mentioned address. |
| Payment Terms:                                  | ☑ Yes
| ☒ No                                            | □ Please explain in case of “No”:
| ☐ Please explain in case of “No”:               | ____________________________ |
| To Local Bidders registered in Uzbekistan:      | □ Yes
| ☑ Shall be made in Uzbek Soums by means of bank transfer: 100% post-payment upon delivery of goods to the exact delivery address, and acceptance by UNDP, taking into account installation and commissioning on site. |
| To Foreign Bidders registered outside Uzbekistan:| □ No
| ☑ Shall be made in US Dollars or Euro by means of bank transfer: 100% post-payment upon delivery of equipment to the exact delivery address and acceptance by UNDP. |

<sup>1</sup>Must be linked to INCOTERMS chosen.
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<th><strong>Acceptance of equipment</strong> shall be performed at the following address: 1, Novokoltsevaya Str., Andijan city, Andijan region, Republic of Uzbekistan, “CIBUS NATURAL” LLC. The equipment will be accepted and commissioned only after successful demonstration of its functioning, testing, and training of the End User at the place of delivery.</th>
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| **Value Added Tax on Price Quotation:**  
☒ Applicable to local Bidders registered in Uzbekistan: the offer **must include** VAT* as a separate line (if the company is registered as a VAT payer);  
☒ Applicable to foreign Bidders registered outside Uzbekistan: the offer **must not include** VAT.  
*Only for the purpose of evaluation, price comparison will be carried out exclusive of VAT! |
| **Delivery terms:**  
The deadline for delivery is within 60 calendar days from the date of signing the contract by both sides.  
Attention: If the delivery period, stated in the quotation exceeds the delivery period stated above, the respective offer may be declined! |
| **All documentation, including catalogs, instructions and operating manuals, shall be in:**  
☒ Russian; and/or  
☒ English |
| **Liquidated Damages:**  
☒ Will be imposed in case of delay in delivery.  
Percentage of contract price per day of delay: 0.1%.  
A maximum number of days of delay: 15 calendar days.  
After that UNDP may terminate the contract. |
| Please confirm that your company is not included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; |
| Please confirm that you accept the UN Supplier Code of Conduct, available at https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct |
## Bidder’s Declaration

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We request your duly signed and sealed price quotation on a company letterhead and additional details as outlined, latest by [18:00](GMT +5) on or before **September 22, 2022**.

You may deliver physically in a sealed envelope to the United Nations Building, 4, Taras Shevchenko Street, Tashkent 100029, Uzbekistan.
Alternatively, you may submit it electronically in .pdf format to bids.uz@undp.org. Quotation submitted by e-mail must be limited to a maximum size of 25 MB, virus-free and consist of no more than 3 email transmissions. Otherwise, such quotations will be rejected.

Your bid should contain the following reference either on the envelope or email subject:
[tender ID and brief description]

Please follow these instructions and be mindful of deadlines. Bids submitted through other means or to other addresses will not be accepted.

UNDP will consider an award to the quotation which complies with all requirements in full and offers the lowest price. UNDP reserves the right to conduct post-qualification exercises by requesting additional documents/clarifications/information if deemed necessary.

Any offer that does not meet requirements shall be rejected. UNDP is under no obligation to accept any bid.

Any request for additional information or queries must be sent/addressed to Procurement Unit three business days prior to the deadline in writing to pu.uz@undp.org.

Yours Sincerely,

Procurement Unit
UNDP Uzbekistan

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2Quotations submitted to other e-mail addresses will not be accepted and will be rejected.

3Quotations that do not contain the specified subject or reference to the tender number in the subject line of e-mail message or on the envelope will not be opened and will be rejected.