REQUEST FOR QUOTATION (RFQ)

RFQ Reference: UNDP-SYR-RFQ-062-22  Date: 15 September 2021

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the **supply and installation equipment for the Rehabilitation of bakery Aleppo**.

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:

Signature: _____________________________

Name:  Rania AL-Jazairi
Title:  Procurement Assistant
Date:  15 September 2022
## SECTION 2: RFQ INSTRUCTIONS AND DATA

| Introduction | 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](http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/)
| | 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.
| | 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.
| Deadline for the Submission of Quotation | **Thursday; 29 September 2022, on or before 15:00 PM Damascus time.**
| | If any doubt exists as to the time zone in which the quotation should be submitted, refer to [http://www.timeanddate.com/worldclock/](http://www.timeanddate.com/worldclock/).
| | For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone, equals 8:00 AM
| Method of Submission | Quotations must be submitted as follows:
| | ☒ E-tendering
| | ☐ Dedicated Email Address
| | ☐ Courier / Hand delivery
| | ☐ Other Click or tap here to enter text.
| | Bid submission address: E-tendering system
| | • File Format: Pdf only
| | • File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.
| | • All files must be free of viruses and not corrupted.
| | • Max. File Size per transmission: 5 M
| | • Mandatory subject of email: Emails not allowed
| | • It is recommended that the entire Quotation be consolidated into as few attachments as possible.
| | • The bidder should receive an email acknowledging email receipt.
| | [For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information]
| | • Insert BU Code and Event ID number
| | Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: [http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/](http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/)
| 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, | 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](https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct)
| | 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

**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**

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.

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.

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.

**General Terms and Conditions**

Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract

Select the applicable GTC:

- ☒ General Terms and Conditions / Special Conditions for Contract
- ☐ General Terms and Conditions for de minimis contracts (services only, less than $50,000)
- ☐ General Terms and Conditions for Works

Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy

**Special Conditions of Contract**

- ☒ Cancellation of PO/Contract if the delivery/completion is delayed by [15 days]
- ☐ Others [pls. specify]

**Eligibility**

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.

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.

Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.

**Currency of Quotation**

Quotations shall be quoted in USD, However, for local supplier’s payments will be in Syrian Pounds at the prevailing UN exchange rate at the date of the invoice.

**Joint Venture, Consortium**

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
**Duties and taxes**

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:

All prices must:
- ☐ be inclusive of VAT and other applicable indirect taxes
- ☒ be exclusive of VAT and other applicable indirect taxes

**Language of quotation**

English

Including documentation including catalogues, instructions and operating manuals.

**Documents to be submitted**

Bidders shall include the following documents in their quotation:
- ☒ Annex 2: Quotation Submission Form duly completed and signed
- ☒ Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1
- ☒ Latest Business Registration and industrial Certificates.
- ☒ Company Profile proofing that the vendor has at least 1 year of experience in the same field and has executed at least 1 similar project;
- ☒ A proofing letter confirms the offering of the warranty period for 24 months from the date of final receipt;

**Quotation validity period**

Quotations shall remain valid for 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**

- ☒ Not permitted

**Alternative Quotes**

- ☐ Permitted
If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, [Click or tap here to enter text] reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as “Main Quote” and “Alternative Quote”.

**Payment Terms**
- ☒ 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.
- ☐ Other [Click or tap here to enter text].

**Conditions for Release of Payment**
- ☒ Passing Inspection [specify method, if possible] Complete Installation
- ☐ Passing all Testing [specify standard, if possible]
- ☐ Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible]
- ☒ Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements
- ☐ Others [pls. specify]

**Contact Person for correspondence, notifications and clarifications**
- E-mail address: rania.al-gazaieri@undp.org
- Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified.
- 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.

**Clarifications**
- Requests for clarification from bidders will not be accepted any later than 6 days before the submission deadline. Responses to request for clarification will be communicated by email by 3 days.

**Evaluation method**
- ☒ The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer
- ☐ Other [Click or tap here to enter text].

**Evaluation criteria**
- ☒ Full compliance with all requirements as specified in Annex 1
- ☒ Full acceptance of the General Conditions of Contract
- ☒ Comprehensiveness of after-sales services
- ☒ Earliest Delivery /shortest lead time
- ☐ Others [Click or tap here to enter text].

**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**
- ☒ Purchase Order
- ☒ Contract Face Sheet (Goods and-or Services) (this template is also utilised for Long-Term Agreement) and if an LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.)
- ☐ Contract for Works
- ☐ Other Type/s of Contract [pls. specify]

**Expected date for contract award.**
- 15 November 2022

**Publication of Contract Award**
- 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.

**Policies and procedures**
- This RFQ is conducted in accordance with [UNDP Programme and Operations Policies and Procedures](#).
<table>
<thead>
<tr>
<th><strong>UNGM registration</strong></th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Performance security</strong></td>
<td>Required equal to 10% of the contract value to cover the required warranty for 2 years.</td>
</tr>
<tr>
<td><strong>Sites visits will arrange on. (Mandatory Condition)</strong></td>
<td>N/A</td>
</tr>
</tbody>
</table>
ANNEX 1: SCHEDULE OF REQUIREMENTS

تأهيل واحياء مخبز حلب الجديدة

1. الكميات

<table>
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<tr>
<th>البنود</th>
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<th>الكمية</th>
<th>مدة التنفيذ</th>
<th>مواعيد تسليم</th>
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<td>1</td>
<td>قطاعة العجين</td>
<td>لأنه</td>
<td>1</td>
<td>4 أشهر</td>
<td>حلب الجديدة</td>
</tr>
<tr>
<td>2</td>
<td>رقة/فحة العجين</td>
<td>لأنه</td>
<td>1</td>
<td>4 أشهر</td>
<td>حلب الجديدة</td>
</tr>
</tbody>
</table>

2. المتطلبات الأساسية والمواصفات الفنية:

تأهيل واحياء مخبز حلب الجديدة

تزود المخبز بقطاعة العجين وفاحة / الرقة لضمان جودة ورغي وزيادة الإنتاج وتخفيض منطقة حلب الجديدة والمناطق المحيطة بها;

1.3. قطاعة العجين:

- قطاعة عجين بقوتين تعتمد على مبدأ الهواء المضغوط والخلية الكهروضوئية بستون قياس 40*100 نوع جيد عدد / 2.
- خليلا كهروضوئية عدد / 2 من الأنواع ذات الجودة العالية وعمل على توريد 220 فولت ولا تتأثر بالتشويش.
- تتثبت على البستون سكين كروم غذائي 304 تعمل بالدهانات من الطيور لسهولة نزول السكين وصعوبة تردد القاطعة بحرف العجين عدد / 2 بقط 69-70 م للفحة الواحدة المصنوعة من الكروم الغذائي مع براطي عبر ملف العجين بشكل مستمر بالوزن.
- قاعدة ونهاية القاطعة مصنوع من البروفيل 6*3 سم.
- أطلال القاطعة الثقيلة 60*125 سم.
- يركب براني أغلب الأرجل من أجل المحزnant.
- تعمل القاطعة بواسطة حزون مصنوع من الكروم الغذائي 304 عدد / 2 ويثبت الحزون بواسطة رولمانات من النوع الجديد.
- سماكة سطح الحزون لا تقل عن 3 مم.
- يركب للقطاعة موزع ماء + فنتر زيت من النوع الجديد وتركيب جميعها داخل لحية معدنية بقياس لا تقل عن 20*20*30*4.
- يركب مأخوذ ماء مستقل من أجل أعمال التنظيف بأنبوب حزونية طوله حوالي 5 م.
- يركب داخل الحوض مصانع عدد / 2 مصنوع من الكروم الغذائي 304 لحريك العجين داخل الحوض.
- حوض القاطعة كروم غذائي 304 سماكة لا تقل عن 3 مم.
- يركب قم لوحة الدقيق في مخرج القاطعة مع شادر عرض لا يقل عن 40 سم ليدان من الأنواع ذات الجودة مع ركلاج للملح مع سناجر معض عجين لا يقل قطره عن 10 مم.
- يركب على السندر ليداء من نفس نوع الشادر.
- يربط السندر بواسطة بطاقات طين من النوع المكمل مع ركلاج مع وضع شارة لتوزيع الدقيق على فص العجين بشكل مستمر.
- يركب مبوخ تحت الشادر قطر لا يقل عن 45 مم.
- مستويات القاطعة حزوة / 50 من النوع المكمل.
- المتن المتحرك خطوة/هذا النوع المكول ويركب ركلاج عيار جنزي.

- فتح كلايفت للكلفة السنن والمحارق وتركيب براغي تثبت السنن على المحارق.

- يتم تركب فتحة لتنظيف العين.

- الأغلفة الخارجية تركب من الصلاح سماكة لا تقل عن 1.5 مم وثبت على القمع براغي مع باب ومفصلات وقلق على الجانب.

- العرض.

- يركب غلاف ذو شرائح من جهة المتحرك لزوم الهوائية للمحرك.

- يركب الغلاف العلوي للقطاعة من الكروم الغذائي 304 لا تقل السماكة عن 3 مم وثبت بواسطة براغي ممدودة كروم.

- يركب على القطاعة كباسة (تشغيل - إطفاء) من النوع الجيد تحتوى على طريق كونتاكتر وريلية حرارية من الأنواع الجيدة واستنادا جيدة وتركيب هذه القطع ضمن ثوقة مرمية جانب الفتحة.

2.3. فتحة الععين - رئافة عدد/1/

المراحل الأولى:

- هيكلي الفتحة من البروفيكل المعدني 3*6 مم مخوك حرارياً.

- يركب أسفل الأرجل براغي للمعارة.

- السندرين (الشواب) سماكة لا تقل عن 11 مم ملبسة بالكروم نوع هارد كروم قاسي عدد /2/

- قطر الشوكيك لا تقل عن 11 مللي للأورام إضافة إلى ركلاج من الطاليف.

- شوكيك ممس الأجيال قبل لا تقل عن 17 مللي لابد لمس الععين إضافة إلى محور مخلي مع ركلاج من الطاليف.

- موجهات الععين كروم غذائي 304 مع عبارات مثبتة على قاعدة عدد /2/ ملبسة بالكروم الغذائي.

- شارد الفتحة لباع عرض لا تقل عن /60/ سماكة لا تقل عن 2.2 ومن الأنواع الجيدة وتركيب على محور عدد /2/ مع عيار.

- تركيب زن الفتحة على شوكيك الممس.

- تثبت المحاور بواسطة بطقات ورولمانات مع براغي عيار من الأنواع المكولة.

- الخطود حيث صاح سماكة لا تقل عن 8 مم تركب عليه كافة البطقات والباعات من الأنواع الجيدة المكولة.

- يركب منجل فوق المراحل الأولى لفتحة مصنوع من الكروم الغذائي 304 مع شفرات لتحرك الدقائق عدد /3/ مع عيار للتحكم.

- بكمية زن الدقائق على شوكيك الممس.

- يركب قبعة لتجميع الدقائق تحت الفتحة مع صندوق جمع الدقائق كروم غذائي 304.

- يركب شغرة مع حاوة (موجهة) لنقل الععين من شارد المراحل الأولى إلى شوكيك الفتح يصنع من الكروم الغذائي 304.

- تقترب المراحل الأولى عن المرحلة الثانية براغي تثبت لسهولة الل طرق والتركيب.

- كافة السنن والجباير نقل الحركة لا تقل عن /50/ خطوة من النوع الجيد المكول وتغلف بأغطية خارجية من الصلاح سماكة لا تقل عن 1 مم.

المراحل الثانية:

- تعتمد على مبدأ الخلية الكهروضوائية والهواء المضغوط.

- هيكلي الفتحة 6*3 بطول تقريبي 115*96 مخوك حرارياً.

- السندرين (الشواب) بوضع سماكة لا تقل عن /1/ مم ملبسة بالكروم الفاقي نوع هارد كروم سماكة طبقة الكروم عالية جداً وعددها /2/.

- طوال الشوكيك لا تقل عن 86 مم يركب عليه سنن تيفلون (لدائن بلاستيكية) أو معدنية.

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يشترط على العارض الالتزام بما يلي: "شروط التقديم":

إلى جانب ما سبق، يشترط على العارض ما يلي:

1. على العارض أن يكون لديه حساب مصرفى فعال وشهادة تسجيل تاجر وسجل صناعي وتجاري. وفي حال كان العارض شركة فجب أن تكون مسجلة أصولاً
2. على المعهده تمكح مسؤولية كافة تكاليف النقل والتوزيع على المناطق المسئولة والمحاطر ومعجم المواقف اللازمة حتى إدخال
3. وتسليم المواد بناء على طلب الجهة المعنية وفقاً للبيانات المقدرة ضمن دفتر الشروط.
4. يتم تشكيل لجنة قيادى من ممثلي الدوائر الفنية المختصة والفنين وفق الحاجة إلى طلب الجهة المعنية ومشاركة كادر البرنامج
5. الميداني في المحافظة المستهدفة

مهنة اللجنة الفنية فحص المواد الموردة وفق المعايير المطلوبة وتنظيم محاكاة أصولية وتعتبر وثيقة صرف توقع مع الفواتير.
6. وفي حال وجود أي خلافات بالمواصفات لا يتم الاستلام، وتم إعلام المورد الاستلاماً خلال أسابيع من تاريخ محضر الكشف.
7. النهائى
8. 4 أشهر تبدأ من تاريخ توقيع العقد أو أصدار أمر الدفع من قبل برنامج الأمم المتحدة الإdefgroupي في سورية. مدة الكفالة
9. سنتين
| **Delivery date and time** | Bidder shall deliver the goods after Contract signature in:  
| | **120 days** for all items. |
| **Delivery Terms**  
(INCOTERMS 2020) | DAP |
| **Customs clearance**  
(must be linked to INCOTERM) | ☐ Not applicable  
| | ☐ Name of organisation (where applicable)  
| | ☒ Supplier/bidder  
| | ☐ Freight Forwarder |
| **Exact Address(es) of Delivery Location(s)** | Aleppo, New Aleppo Bakery – Syria |
| **Distribution of shipping documents (if using freight forwarder)** | NA |
| **Packing Requirements** | NA |
| **Training on Operations and Maintenance** | NA |
| **Warranty Period** | 24 months from the date of final receipt; |
| **After-sales service and local service support requirements** | Technical support |
| **Preferred Mode of Transport** | NA |
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-062-2022 | Date: Click or tap to enter a date. |

**Company Profile**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal name of bidder or Lead entity for JVs</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Legal Address, City, Country</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Website</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Year of Registration</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Legal structure</td>
<td>Choose an item.</td>
</tr>
<tr>
<td>Are you a UNGM registered vendor?</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>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):</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>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)</td>
<td>☐ Yes ☐ No</td>
</tr>
<tr>
<td>Is your company a member of the UN Global Compact</td>
<td>☐ Yes ☐ No</td>
</tr>
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</tr>
</tbody>
</table>
| 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**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
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<tbody>
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</tbody>
</table>

Signature: _________________________________

Name: Click or tap here to enter text.
Title: Click or tap here to enter text.
Date: Click or tap to enter a date.
ANNEX 3: TECHNICAL AND FINANCIAL OFFER – GOODS –

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

<table>
<thead>
<tr>
<th>No.</th>
<th>الوصف/المواصفات الفنية</th>
<th>Items in English</th>
<th>الكميات</th>
<th>الوحدة</th>
<th>التكلفة الإفرادي</th>
<th>السعر الإجمالي</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>قطاعة العجين</td>
<td>Dough cutter</td>
<td>1</td>
<td>رطل</td>
<td>تكلفة إجمالية</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>رقاقة/فناحة العجين</td>
<td>Wafer/dough opener</td>
<td>1</td>
<td>رطل</td>
<td>تكلفة إجمالية</td>
<td></td>
</tr>
</tbody>
</table>

**Total Prices of Goods**

- Add: Cost of Transportation
- Add: Cost of Insurance
- Add: Other Charges (pls. specify)

**Total Final and All - Inclusive Price Quotation (DAP)**