



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: RFQ/UNDP/PETRA/030/2022 – Procurement Of Works: Construction Of Waste Segregation Facilities in Gangga District, North Lombok	Date: 28 September 2022
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of works 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 1.1 : Technical Specification
- Annex 1.2 : Bill of Quantities (BoQ)
- Annex 1.3 : Drawings
- Annex 1.4 : Environmental and Social Management Framework (ESMF)

Annex 2: Quotation Submission Form

Annex 3: Technical Offer

Annex 4: 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 Offer and Annex 4: 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.

Pre-bid Conference will be held on:

Virtual Pre-Bid Conference (registration is required)

Date/Time: October 3^{ed}, 2022 at 2.00 PM WIB (GMT+7)

Place: Online via Zoom

Link: https://undp.zoom.us/webinar/register/WN_Qq6cdpnHTc27yZkD6huM8A


Site Visit will be held on **October 6rd – 7th 2022, from 9 AM to 3 PM WITA (GMT+8)** in Gangga District, North Lombok.

The UNDP focal points for site visits are Dandi Mauliyana Rahman/ Zaenudin

E-mail: dandi.rahman@undp.org/ zaenudin@undp.org

Thank you and we look forward to receiving your quotations.

Issued by:

DocuSigned by:

21B257514E5748B...

Signature: _____

Name: Martin Stephanus Kurnia

Title: Head of Procurement

Date: 28 September 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>
Pre-Bid conference	<p>Virtual Pre-Bid Conference schedule:</p> <p>Date/Time: October 3rd, 2021 at 2.00 PM WIB (GMT+7) Place: Online via Zoom Link: https://undp.zoom.us/webinar/register/WN_Qq6cdpnHTc27yZkD6huM8A</p> <p>The UNDP focal point for the arrangement are: Galang Wijaya/Sylvia Siska Indriani E-mail: galang.wijaya@undp.org cc: sylvia.indriani@undp.org</p> <p>All queries, both technical and administrative, will be responded to during the pre-bid conference. Minutes of the pre-bid conference will be disseminated to all potential proposers, regardless of bidders attending the site inspection and pre-proposal conference. The minute will be posted at UNDP Procurement Notice website.</p>
Site Visit	<p>The UNDP focal point for site visit is: Dandi Mauliyana Rahman/ Zaenudin E-mail: dandi.rahman@undp.org / zaenudin@undp.org</p> <p>Potential Proposers can visit the sites on October 6th – 7th 2022, from 9 AM to 3 PM WITA (GMT+8) in Gangga District, North Lombok. Potential proposers must contact the abovementioned focal person for site visits at least two (2) days in advance. During the site inspections, the potential proposers are refrained from asking questions regarding the bidding process.</p> <p>In order to support local regulation to prevent further spread of COVID-19, UNDP encourage potential proposers who have representative in Palu to attend the site visit. The representatives of potential proposers must have travel permit from their company and health certificate. Potential proposers must follow COVID-19 Spread Prevention Protocol issued by National and Local Government.</p> <p>All queries, both technical and administrative, will be responded to during the pre-bid conference. Minutes of the pre-bid conference will be disseminated to all potential proposers, regardless of bidders attending the site inspection and pre-proposal conference. The minute will be posted at UNDP Procurement Notice website.</p>
Deadline for the Submission of Quotation	<p>19 October 2022 at 17.00 hours (GMT+7)</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>

Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering</p> <p><input checked="" type="checkbox"/> Dedicated Email Address: bids.id@undp.org</p> <p><input type="checkbox"/> Courier / Hand delivery</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p> <p>Bid submission address: bids.id@undp.org</p> <ul style="list-style-type: none"> ▪ File Format: PDF ▪ 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: 15 MB ▪ Mandatory subject of email: RFQ/UNDP/PETRA/030/2022 – Procurement Of Works: Construction Of Waste Segregation Facilities in Gangga District, North Lombok ▪ 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”. ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The bidder should receive an email acknowledging email receipt.
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_an_dinvestigation.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>

	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 Conditions of Contract	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: <input type="checkbox"/> General Terms and Conditions / Special Conditions for Contract. <input type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000) <input checked="" type="checkbox"/> General Terms and Conditions for Works Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy
Special Conditions of Contract	<input type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed beyond the agreed date <input checked="" type="checkbox"/> Liquidated Damages Will be imposed as follows: Percentage of contract price per day of delay: 0.3% per day up to max. percentage of 10%, after which UNDP may terminate the contract.
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 IDR (Indonesian Rupiah)
Joint Venture, Consortium or Association	If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association. Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.
Only one Bid	The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following: 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;

	<p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
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 type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	English except for any legal document issued by local Government. Including documentation including catalogues, instructions and operating manuals.
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Technical Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Annex 4: Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Company Profile</p> <p><input checked="" type="checkbox"/> Latest Company Business Registration certificate (e.g. TDP or SIUP)</p> <p><input checked="" type="checkbox"/> Qualification Certificate as construction provider (pelaksana kontruksi) proven by the SBUJK (sertifikat Badan Usaha Jasa Kontruksi) certificate from LPJK.</p> <p><input checked="" type="checkbox"/> List and value of projects performed for the last five (5) years plus client's contact details who may be contacted for further information on those contracts;</p> <p><input checked="" type="checkbox"/> List and value of ongoing Projects with UNDP and other national/multi-national organization with contact details of clients and current completion ratio of each ongoing project (if any);</p> <p><input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top three (3) clients in terms of Contract value in similar field;</p> <p><input checked="" type="checkbox"/> Copy of financial statements for the past 3 financial years</p> <p><input checked="" type="checkbox"/> Completed and signed Curriculum Vitae (CV) of all proposed personnel.</p> <p><input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p>
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	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted Insert conditions for partial quotes and ensure that the requirements are properly listed in lots to allow partial quotes</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p> <p>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</p>

	an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as “Main Quote” and “Alternative Quote”
Payment Terms	<input type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. <input checked="" type="checkbox"/> Other Click or tap here to enter text. 1) 1st progress payment: 10% of contract amount upon completion of mobilization tools & worker 2) 2nd progress payment: 40% of contract amount upon completion of 50 % construction work 3) Final payment: 50% of contract amount upon completion of 100% Construction work
Conditions for Release of Payment	<input type="checkbox"/> Passing Inspection [specify method, if possible] Complete Installation <input type="checkbox"/> Passing all Testing [specify standard, if possible] <input type="checkbox"/> Completion of Training on Operation and Maintenance [specify no. of trainees, and location of training, if possible] <input type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements and with the service schedule (copy of signed attendance timesheet) on a monthly basis. <input checked="" type="checkbox"/> Others 1) Approved inspection report from UNDP Consultant 2) Approval of construction progress report from UNDP’s representative in Lombok 3) Upon receipt of certificate of substantial completion, inclusive of executing the outstanding list of works (if any).
Contact Person for correspondence, notifications and clarifications	E-mail address: galang.wijaya@undp.org CC: sylvia.indriani@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 Three (3) working days before the submission deadline. Responses to request for clarification will be communicated by email.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input type="checkbox"/> Comprehensiveness of after-sales services <input type="checkbox"/> Earliest Delivery /shortest lead time <input type="checkbox"/> 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	<input type="checkbox"/> Purchase Order <input type="checkbox"/> 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.) <input checked="" type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]

Expected date for contract award.	02 November 2022
Maximum expected duration of contract	Two (2) months
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
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

Please refer to the Annex 1.1 – Annex 1.4

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/UNDP/PETRA/030/2022 – Procurement Of Works: Construction Of Waste Segregation Facilities in Gangga District, North Lombok	Date: Click or tap to enter a date.

Company Profile

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

energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.
Previous relevant experience: 3 contracts (References)	
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.

Yes	No	
<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: 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 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/UNDP/PETRA/030/2022 – Procurement Of Works: Construction Of Waste Segregation Facilities in Gangga District, North Lombok	Date: Click or tap to enter a date.

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

No.	Description	Minimum Requirements																				
1	Minimum 5 years of relevant experience in construction, preferable in public infrastructure development, restoration and rehabilitation, particularly for Building Construction.	<p><input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one)</p> <table border="1"> <thead> <tr> <th>Project name</th> <th>Client & Contact Details</th> <th>Contract Value</th> <th>Contract Duration (from – to)</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Project name	Client & Contact Details	Contract Value	Contract Duration (from – to)																
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2	Minimum 2 contracts with similar value, nature, and complexity in public administrative commercial building or Civil Constructions implemented over the last 5 years	<p><input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one)</p> <table border="1"> <thead> <tr> <th>Project name</th> <th>Client & Contact Details</th> <th>Contract Value</th> <th>Contract Duration (from – to)</th> <th>Types of activities undertaken</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Project name	Client & Contact Details	Contract Value	Contract Duration (from – to)	Types of activities undertaken															
Project name	Client & Contact Details	Contract Value	Contract Duration (from – to)	Types of activities undertaken																		
3	Having permit to conduct construction service from the government (SIUJK – Surat Izin Usaha Jasa Konstruksi, company	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one)																				

	Business Registration certificate e.g. TDP or SIUP)	Note: Please provide copy of valid chamber of Commerce registration/Company registration																				
4	Having qualification as construction provider (pelaksana kontruksi) proven by the SBUJK (sertifikat Badan Usaha Jasa Kontruksi) certificate from LPJK.	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one) Note: Please provide copy of SBU certificates or other business license																				
5	Does your firm willing to establish Joint Venture or subcontract during implementation of contract?	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one) <table border="1"> <thead> <tr> <th>No</th><th>Name of Partner and contact information (<i>address, telephone numbers, fax numbers, e-mail address</i>)</th><th colspan="2">Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed</th></tr> </thead> <tbody> <tr> <td>1</td><td>[Complete]</td><td colspan="2">[Complete]</td></tr> <tr> <td>2</td><td>[Complete]</td><td colspan="2">[Complete]</td></tr> <tr> <td>3</td><td>[Complete]</td><td colspan="2">[Complete]</td></tr> </tbody> </table> <table border="1"> <tr> <td> Name of leading partner (with authority to bind the JV, Consortium, Association during the RFQ process and, in the event a Contract is awarded, during contract execution) </td><td>[Complete]</td></tr> </table>			No	Name of Partner and contact information (<i>address, telephone numbers, fax numbers, e-mail address</i>)	Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed		1	[Complete]	[Complete]		2	[Complete]	[Complete]		3	[Complete]	[Complete]		Name of leading partner (with authority to bind the JV, Consortium, Association during the RFQ process and, in the event a Contract is awarded, during contract execution)	[Complete]
No	Name of Partner and contact information (<i>address, telephone numbers, fax numbers, e-mail address</i>)	Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed																				
1	[Complete]	[Complete]																				
2	[Complete]	[Complete]																				
3	[Complete]	[Complete]																				
Name of leading partner (with authority to bind the JV, Consortium, Association during the RFQ process and, in the event a Contract is awarded, during contract execution)	[Complete]																					
6	Provide a copy of financial statements for the past 3 financial years	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one) <table border="1"> <thead> <tr> <th>Year</th><th>2018 - 2019</th><th>2019 - 2020</th><th>2020 -2022 or 2021-2022</th></tr> </thead> <tbody> <tr> <td>Turn Over amount</td><td></td><td></td><td></td></tr> </tbody> </table>			Year	2018 - 2019	2019 - 2020	2020 -2022 or 2021-2022	Turn Over amount													
Year	2018 - 2019	2019 - 2020	2020 -2022 or 2021-2022																			
Turn Over amount																						

7	Conformity to Technical Specifications and RFQ requirement.	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one) <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> If yes, please provide a brief method statement and implementation plan (minimum 3 pages) </div>																																																										
8	Construction Location in Gangga District, North Lombok	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one)																																																										
9	Completion time maximum two (2) months from the date of issuance of Civil Work Contract.	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one) <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">No</th><th rowspan="2">Works</th><th colspan="4">Month 1</th><th colspan="4">Month 2</th></tr> <tr> <th>1</th><th>2</th><th>3</th><th>4</th><th>1</th><th>2</th><th>3</th><th>4</th></tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No	Works	Month 1				Month 2				1	2	3	4	1	2	3	4																																								
No	Works	Month 1				Month 2																																																						
		1	2	3	4	1	2	3	4																																																			
10	Validity of financial offer 90 days.	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one)																																																										
11	Compliance with UNDP General Terms and Conditions for Works	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one)																																																										
12	Provide CVs for personnel that will be provided to support the implementation of this project using the format below	<input type="checkbox"/> YES / <input type="checkbox"/> NO (please mark one)																																																										

Format for CV of Proposed Key Personnel

Name of Personnel	[Insert]
Position for this assignment	[Insert]
Nationality	[Insert]
Language proficiency	[Insert]
Education/Qualifications	<i>[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]</i> [Insert]
Professional certifications	<i>[Provide details of professional certifications relevant to the scope of goods and/or services]</i> ■ Name of institution: [Insert] ■ Date of certification: [Insert]
Employment Record/Experience	<i>[List all positions held by personnel (starting with present position, list in reverse order), giving dates, names of employing organization, title of position held and location of employment. For experience in last five years, detail the type of activities performed, degree of responsibilities, location of assignments and any other information or professional experience considered pertinent for this assignment.]</i> [Insert]
References	<i>[Provide names, addresses, phone and email contact information for two (2) references]</i> Reference 1: [Insert] Reference 2: [Insert]

I, the undersigned, certify that to the best of my knowledge and belief, the data provided above correctly describes my qualifications, my experiences, and other relevant information about myself.

Signature of Personnel

ANNEX 4: FINANCIAL OFFER

The Bidder is required to prepare the Financial Offer following the below format. Financial Offer must include a detailed cost breakdown of all goods and related services to be provided. Separate figures must be provided for each functional grouping or category, if any.

Please refer to Annex 4 Financial Offer Form in MS. EXCEL Format

Currency of Quotation: IDR

Note:

- 1) Our Financial Offer shall be valid and remain binding upon us for the period of time specified in the Bid Data Sheet.
- 2) UNDP, during evaluation stage, shall ensure that the content of said bills of quantities is unaltered and that it remains identical to that of the original bills of quantities. In case of any discrepancy between the priced BoQ submitted by the bidder and the original bills of quantities, as posted by UNDP, the UNDP version shall prevail.
- 3) In case of any alteration (change, addition, modification or deletion) in the original BoQ, then this may cause rejection of the bid.
- 4) Bidders shall quote reasonable bid prices with an acceptable margin of deviation in comparison to the real local market prices at the time of bids preparation.
- 5) In case of unbalanced pricing (i.e. despite an acceptable total evaluated price, the price of one or more BoQ line items is significantly over or understated). UNDP may have the right to reject the unbalanced bid if it determines that the lack of balance does pose an unacceptable Risk to UNDP.

NOTE: All bids must be exclusive of VAT and other applicable indirect taxes

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
<i>Exact name and address of company</i> Company Name: Click or tap here to enter text. Address: Click or tap here to enter text. Click or tap here to enter text. Phone No.: Click or tap here to enter text. Email Address: Click or tap here to enter text.	Authorized Signature: Date: Click or tap here to enter text. Name: Click or tap here to enter text. Functional Title of Authorised Signatory: Click or tap here to enter text. Email Address: Click or tap here to enter text.