



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: RFQ-011-PHL-2023	Date: 15 March 2023
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SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services 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

Annex 4: Terms of Reference

Annex 5: Bill of Quantities

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: Marie Kristel Aberilla

Title: Procurement Analyst

Date: 15 March 2023

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>March 28, 2023</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>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> Dedicated Email Address</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.ph@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: 7 MB ▪ Mandatory subject of email: RFQ-011-PHL-2023 ▪ 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	<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>
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	<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</p>

	vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<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 checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p><input type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p><input type="checkbox"/> General Terms and Conditions for Works</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its ultimate beneficial owners, employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative</p>
Currency of Quotation	Quotations shall be quoted in Philippine Peso or US Dollars (only applicable for International bidders)
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p>

	<p>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</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>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> <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 direct taxes</p>
Language of quotation	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
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 and 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"/> Valid Business Registration</p> <p><input checked="" type="checkbox"/> Latest Audited Financial Statement</p> <p><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;</p> <p><input checked="" type="checkbox"/> copy of Official Product Brochure of the item with technical specifications 2: Picture showing Technical Specifications/ratings/type/size etc as per BOM.</p>
Quotation validity period	<p>Quotations shall remain valid for 120 days from the deadline for the Submission of Quotation.</p>
Price variation	<p>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.</p>
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 an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote"</p>

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"/> Others - See Section J: Scope of Price Proposal and Schedule of Payment from the Terms of Reference (TOR)
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection – WeGEn, BOHECO, VFO and DOE-DREAMS Project shall inspect the materials upon arrival in Pamilacan Island. Materials found defective must be replaced within 15 days upon receipt of notice from the Project Management Unit (PMU) <input checked="" type="checkbox"/> Passing all Testing – 30 days testing of materials prior to release of final payment. <input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements. <input type="checkbox"/> Others [pls. specify]
Contact Person for correspondence, notifications and clarifications	E-mail address: procurement.ph@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 5 days before the submission deadline. Responses to request for clarification will be communicated 2 days after the question are received by 23 March 2023
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer
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 checked="" type="checkbox"/> Purchase Order and/or Contract Face Sheet (Goods and-or Services)
Expected date for contract award.	07 April 2023
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

Technical Specifications for Goods:

Item No	Minimum technical requirements	Unit	Quantity
	Main Components:		
1	Hybrid Solar Inverter, 70kWac	units	3
2	Smart Solar MPPT 450/200-Tr VE. Can	units	3
3	Gel Type Lead Acd Battery, 384V, 50kWh	lot	1
4	Battery Rack – Bidder to provide battery rack dimensions	set	1
5	Silicone Adhesive	pcs	32
	DC Cabling:		
6	6mm2 Solar Cable - for Strings	meters	1000
7	Solar panel Micro DC Circuit Breaker, 550VDC or 600VDC, 20A	pcs	9
8	Solar panel Surge Protection Device (SPD), 20kA	pcs	9
9	Micro DC Circuit Breaker box, 6ways, Sassin B	units	6
10	DC Circuit Breaker, 550V, 60 Amperes	Pcs	9
11	38sq.mm2 Battery Cable	Meters	60
12	PVC Conduit, 25mm diameter	Pcs	50
13	Rapid Shutdown Device, String Level	Units	113
14	Rapid Shutdown Device, Disconnect Switch	Set	1
	AC Cabling:		
15	SPD for AC	Pcs	6
16	14mm2 Cable - for AC Output	Meters	250
17	60A, 2220 Circuit Breaker - for AC Output	Pcs	3
18	100kVA transformer, 400V to 13.2kV, 3phase	Unit	1
19	1" dia. x 3m PVC Pipe	Pcs	20
20	1" dia PVC C-clamps	Pcs	15
21	Delivery Cost and Insurance	Lot	1

Delivery Requirements

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Delivery date and time	Bidder shall deliver the goods within 45 calendar days after Contract signature.																																												
Delivery Terms (INCOTERMS 2020)	DPU-Delivered at Place Unloaded - This Incoterm requires that the contractor delivers the goods, unloaded, at the named place. The Contractor covers all the costs of transport (insurance, export fees, carriage, unloading from main carrier at destination port and destination port charges) and assumes all risk until arrival at the destination place. Airfreight with inland trucking (Contractor to provide their own unloading equipment and personnel)																																												
Customs clearance (must be linked to INCOTERM)	<input type="checkbox"/> Not applicable Shall be done by: <input checked="" type="checkbox"/> UNDP (where applicable) <input type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder																																												
Exact Address(es) of Delivery Location(s)	School Compound, Pamilacan Island, Bohol. The delivery address is about 2km form the pump boat landing area. The cost for the labor and equipment needed if any, for the transport from the landing area to the warehouse will be handled by the Contractor.																																												
Packing Requirements	Waterproof packaging																																												
Warranty Period	<table border="1"> <thead> <tr> <th rowspan="2">Description/Specification</th> <th colspan="2">Warranty Years</th> </tr> <tr> <th>Service</th> <th>Product</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">Main Components</td> </tr> <tr> <td>Hybrid Solar Inverter, 70kWac</td> <td style="text-align: center;">1</td> <td style="text-align: center;">3</td> </tr> <tr> <td>SmartSolar MPPT 450/200-Tr VE.Can</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Gel Type Lead Acd Battery, 384V, 50kWh</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> </tr> <tr> <td colspan="3" style="text-align: center;">DC Cabling</td> </tr> <tr> <td>Solar panel Micro DC Circuit Breaker, 550VDC or 600VDC, 20A</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Solar panel Surge Protection Device (SPD), 20kA</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Micro DC Circuit Breaker box, 6ways, Sassin B</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Rapid Shutdown Device, String Level</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Rapid Shutdown Device, Disconnect Switch</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> <tr> <td colspan="3" style="text-align: center;">AC Cabling</td> </tr> <tr> <td>SPD for AC</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> <tr> <td>100kVA transformer, 400V to 13.2kV, 3phase</td> <td style="text-align: center;">5</td> <td style="text-align: center;">5</td> </tr> </tbody> </table>	Description/Specification	Warranty Years		Service	Product	Main Components			Hybrid Solar Inverter, 70kWac	1	3	SmartSolar MPPT 450/200-Tr VE.Can	2	3	Gel Type Lead Acd Battery, 384V, 50kWh	2	3	DC Cabling			Solar panel Micro DC Circuit Breaker, 550VDC or 600VDC, 20A	1	1	Solar panel Surge Protection Device (SPD), 20kA	1	1	Micro DC Circuit Breaker box, 6ways, Sassin B	1	1	Rapid Shutdown Device, String Level	2	2	Rapid Shutdown Device, Disconnect Switch	2	2	AC Cabling			SPD for AC	2	2	100kVA transformer, 400V to 13.2kV, 3phase	5	5
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After-sales service and local service support requirements	Please refer to the table above																																												
Preferred Mode of Transport	Land and Sea																																												

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:	Click or tap here to enter text.	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 checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input checked="" 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 (If yes, provide a Copy)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Is your company a member of the UN Global Compact	<input checked="" 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				
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, ultimate beneficial owners, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

Yes	No	
<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 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.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Click or tap here to enter text.	Date: Click or tap to enter a date.

Currency of the Quotation (VAT_EXCLUSIVE): Click or tap here to enter text.					
INCOTERMS: Click or tap here to enter text.					
Item No	Description	UOM	Qty	Unit price	Total price
1.	Hybrid Solar Inverter, 70kWac	Units	3		
2.	Smart Solar MPPT 450/200-Tr VE.Can	Units	3		
3.	Gel Type Lead Acd Battery, 384V, 50kWh	Lot	1		
4.	Battery Rack, Bidder to provide battery rack dimensions.	Set	1		
5.	Silicone Adhesive	Pcs	32		
6.	6mm ² Solar Cable - for Strings	Meters	1000		
7.	Solar panel Micro DC Circuit Breaker, 550VDC or 600VDC, 20A	Pcs	9		
8.	Solar panel Surge Protection Device (SPD), 20kA	Pcs	9		
9.	Micro DC Circuit Breaker box, 6ways, Sassin B	Unit	6		
10.	DC Circuit Breaker, 550V, 60 Amperes	Pcs	9		
11.	38sq.mm ² Battery Cable	Meters	60		
12.	PVC Conduit, 25mm diameter	Pcs	50		
13.	Rapid Shutdown Device, String Level	Units	113		
14.	Rapid Shutdown Device, Disconnect Switch	Set	1		
15.	SPD for AC	Pcs	6		
16.	14mm ² Cable - for AC Output	Meters	250		
17.	60A, 2220 Circuit Breaker - for AC Output	Pcs	3		
18.	100kVA transformer, 400V to 13.2kV, 3phase	Unit	1		
19.	1" dia. x 3m PVC Pipe	Pcs	20		
20.	1" dia. PVC C-clamps	Pcs	15		
Total Price					

Transportation and Delivery	
Insurance Price	
Other Charges (specify)	
Total Final and All-inclusive Price (VAT_EXCLUSIVE):	

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Terms DPU (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation 120 days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements <i>in Terms of Reference and Other Delivery Requirements</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin: <i>(if export licence required this must be submitted if awarded the contract)</i>	Click or tap here to enter text.

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.	
<p><i>Exact name and address of company</i></p> <p>Company Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature:</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>

ANNEX 4

TERMS OF REFERENCE

TYPE OF SERVICE REQUIRED : Supply and Delivery of Solar Pv Systems in Pamilacan island, Panglao Bohol Province

STARTING DATE: NLT 30 March 2023 (delivery of materials on site)

A. Background

The Development for Renewable Energy Applications Mainstreaming and Market Sustainability (DREAMS) Project is a five-year project being implemented by the Department of Energy (DOE) through its Renewable Energy Management Bureau (REMB) in partnership with the Global Environment Facility (GEF) and the United Nations Development Programme (UNDP). The Project provides support to qualified local partners to install renewable energy facilities.

B. Stakeholders of the Project

The primary local partner is the Bohol Electric Cooperative.

C. Objective

The objectives for this TOR is for the supply and deliver materials for the Pamilacan Solar PV plant located in Pamilacan island, Bohol.

D. Scope of Work and Methodology of the Required Services

The bidder shall be responsible for the supply and delivery of the materials as contained in the attached Bill of Materials (Annex A BOM).

The materials shall be delivered at the school compound in Pamilacan island where the Power House is located. The warehouse is about 2km from the pump boat landing area. The cost for the labor and, equipment needed if any, for the transport from the landing area to the warehouse will be handled by the Contractor.

E. Expected Outputs and Deliverables

Deliverables/ Outputs	Estimated working days to Complete	Target Due Dates (working days)	Responsible party
Submission of delivery plan	5	Not later than 45 days upon signing of Contract	Contractor
100% delivery of materials in the designated warehouse in Pamilacan island.	35		

Deliverables/ Outputs	Estimated working days to Complete	Target Due Dates (working days)	Responsible party
Testing and Acceptance of delivered materials	30		BOHECO and WEGEN and DOE
Total	65		

It is advised recommended that the batteries, inverters and controllers and surge protectors be tested materials be inspected and tested prior to delivery in Pamilacan or at the designated warehouse of the Contractor. WEGEN and/or BOHECO and the DOE/PMU make available their technicians/staff for the testing and inspection.

F. Institutional Arrangement/ Governance and Accountability

A Local Project Team (LPT) composed of WeGen, BOHECO, VFO and DOE-DREAMS Project shall inspect the materials upon arrival in Pamilacan. These items will be tested for period of 30 calendar days. Materials found defective must be replaced within 15days upon receipt of notice from the PMU.

G. Duration of the Work

The supply and delivery of materials shall be completed within 45 calendar days upon signing or awarding of contract. An additional 30days for the testing of the materials is needed prior to final payment.

H. Facilities to be provided by the Project.

BOHECO will provide the safe warehousing located at the school compound in Pamilacan including the security person for the facilities. Warehousing in the mainland of Panglao or Tagbilaran, if it becomes necessarily needed, will be at the cost of the Bidder.

In light of the COVID-19 pandemic and declaration of State of Public Health Emergency in the Philippines, all work of the FIRM (Contractor) shall be done within the guidelines and protocols set by the LGU.

Upon unpacking, the supplier must be responsible for the proper disposal of The materials as may be advised by the local partners.

I. Qualifications and Criteria for Selection.

The selection of the qualified contractor will be on a Pass or Fail basis based on the minimum items below. Then the qualified with the lowest financial offer will be selected.

J. Scope of Price Proposal and Schedule of Payments

The lump sum amount must be “all inclusive” of expenses, e.g., supplies, reproduction, meals, lodging, and other local travel fares. The contract price is fixed regardless of changes in cost components.

Deliverable	Payment
Upon completion and acceptance by local partner of the delivery (delivery receipt signed by local partner)	40%
Upon complete testing and submission of testing report indicating all materials delivered are in good working condition.	60%
Total	100%

K. Key Performance Indicators and Service Level.

Key services required	Frequency	Minimum standard/requirement
Delivery report	3 working days after delivery	Signed delivery receipt by BOHECO
Completion Report	30 days after delivery	Signed report by the WeGen and BOHECO and confirmed by DOE and PMU

Annex A: Bill of materials, Rehabilitation of Pamilacan Solar PV System

Please note. "Brochures with technical specifications" are required to clearly indicate compliance to the BOM. Other items may require only a picture/s of the proposed material but must also clearly show compliance or as visual evidence of compliance with the material, e.g. picture of wire with the tech ratings. Non submission of BTS or pictures will be considered as one basis to declare a bid as compliant or non-compliant.

Performance warranties refer to either the rated depreciation of the components or the lifespan of the material being supplied or installed. This also pertains to product warranty that the goods/materials would perform to its stated functions and if not satisfied would be replaced based on the conditions of the warranty agreement. If NA= not applicable

Attachment refers to support documents: 1: Official Product Brochure with technical specifications 2: Picture showing technical specifications/ratings/type/size etc as per BOM

ANNEX 5:

Bill of Quantities

PHL-UNDP-00034 Rehabilitation of a Solar PV System Hybrid in Pamilacan Island, Bohol

Item No	Description/Specification of Goods	Revised BOQ		Warranty years	
		Qty	UoM	Service	Product
	Main Components				
1	Hybrid Solar Inverter, 70kWac	3	units	1	3
2	SmartSolar MPPT 450/200-Tr VE.Can	3	unit	2	3
3	Gel Type Lead Acd Battery, 384V, 50kWh	1	lot	2	3
4	Battery Rack , Bidder to provide battery rack dimensions	1	set	NA	NA
5	Silicone Adhesive	32	pcs	NA	NA
	subtotal				
6	DC CABLING				
7	6mm ² Solar Cable - for Strings	1000	meters	NA	NA
8	Solar panel Micro DC Circuit Breaker, 550VDC or 600VDC, 20A	9	pcs	1	1
9	Solar panel Surge Protection Device (SPD), 20kA	9	pcs	1	1
10	Micro DC Circuit Breaker box, 6ways, Sassin B	6	unit	1	1
11	DC Circuit Breaker, 550V, 60 Amperes	9	pcs	NA	NA
12	38sq.mm ² Battery Cable	60	meters	NA	NA
13	PVC Conduit, 25mm diameter	50	pcs	NA	NA
14	Rapid Shutdown Device, String Level	113	units	2	2
15	Rapid Shutdown Device, Disconnect Switch	1	set	2	2
	subtotal				
16	AC CABLING				
17	SPD for AC	6	pcs	2	2
18	14mm ² Cable - for AC Output	250	meters	NA	NA
19	60A, 2220 Circuit Breaker - for AC Output	3	pcs	NA	NA
20	100kVA transformer, 400V to 13.2kV, 3phase	1	unit	5	5
21	1" dia. x 3m PVC Pipe	20	Pcs	NA	NA
22	1" dia PVC C-clamps	15	Pcs	NA	NA
	Sub-total				
23	OTHERS				
24	Delivery, Manila to Pamilacan, Bohol (include travel insurance)	1	Lot		
	Sub-Total				
	GRAND TOTAL				

All major components shall be tested for basic electrical tests (voltage ratings) while cables and clamps will for physical inspection only

