**Section IiI**

**Returnable quotation Schedules**

*[Note to Bidders:* *Instructions to complete each Returnable Quotations Schedules are highlighted in blue in each schedule. Please complete the Returnable Quotations Schedules as instructed and return them as part of your bid by uploading them against their specific Document Checklist in the UNOPS eSourcing system*]

Returnable Quotation Schedule 1

Quotation Form

**United Nations Office for Project Services**

Sana’a City, Yemen

Dear Sir/Madam,

**Subject: Quotation for the Construction of** Supply, Delivery, Installing, Testing, Commissioning, Operating, Handing over and Maintaining a Solar PV off Grid Systems of for Children Autism Centre-Aden , **RFQ Case No. RFQ/2020/13824**

1. We, [***Name of Bidder***], hereby submit a quotation for the construction of the above-referenced works in response to the above-referenced RFQ.
2. We warrant that in preparing and submitting this quotation, we have complied with, and are willing to be bound by, any and all of the requirements and provisions of the above-referenced RFQ, including the terms and conditions of the Contract as set out in Section III of the RFQ.
3. Based on the above, our quotation for the works is: [***Insert Proposed Contract Price in numbers and letters***].
4. Our quotation shall remain valid for UNOPS’ acceptance until ***60*** days from the Deadline for Quotation Submission.
5. We acknowledge and agree that:
   * subject to Section I of the RFQ, UNOPS is not bound to accept any quotation it may receive in response to the above-referenced RFQ;
   * no liability of UNOPS and no binding contract exists until the Contract is executed between UNOPS and a bidder;

I, the undersigned, certify that I am duly authorized by [***insert name of bidder***] to sign this offer and bind [***insert name of bidder***] should UNOPS accept this offer:

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[*Stamp form of bid with official stamp of the offeror*]Returnable Quotation Schedule 2

**Bidder's Details**

|  |
| --- |
| RFQ Case No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Trade Licence title and No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address of registered office:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of Bidder representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address for service of notices (if different than above):  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Facsimile number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Returnable quotation Schedule 3

*[ Bill of Quantities*]

RFQ Case No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Bidders shall submit within Returnable Bid Schedule 3 (or annexed to

Returnable Bid Schedule 3 if files size is prohibitively large) a Bill of Quantities. Where an

item is not priced and/or a rate is not provided in the Bill of Quantities such price and/or rate

shall be deemed to be allocated within the total contract price.

1. Supplier shall not change or alter the BoQs. Otherwise, the supplier will be disqualified.
2. Supplier is requested to complete the attached excel sheet of the BoQs and submit it in excel format.

Returnable quotation Schedule 4

Bidder Preliminary Programme

RFQ Case No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### *Note to Bidder:*

### *Bidders shall submit narrative description for project implementation plan describing material sourcing/ delivery plan, system construction and testing and commissioning plan.*

### *Bidders shall provide graph presenting the project activities and duration keeping in mind that the project duration is 120 calendar days for both lots.*

If a bidder is selected as the preferred bidder, it shall be required to further develop and complete this programme in accordance with the Minor Works Contract.

*يجب على المتقدمين للعطاء تقديم وصف كلامي لخطة تنفيذ المشروع تتضمن تحديد مصادر المواد/ خطة تسليم المواد و خطة تنفيذ الاعمال الانشائية و الاختبار والتشغيل.*

*يجب على المتقدمين للعطاء تقديم رسم بياني يوضح أنشطة المشروع و مدة كل نشاط مع مراعاة أن مدة تنفيذ المشروع 120 يومًا.*

Returnable quotation Schedule 5

Proposed Project Team

RFQ Case No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Note to bidders: Bidders shall set out below:*

1. *The bidder’s representatives who are authorized to sign the Contract, bidder shall provide a copy of such authorization.*
2. *Key personnel that the bidder proposes to assign to the execution of the Projects;*
3. *The qualifications and relevant experience of each of the key personnel that the bidder proposes to assign the execution of the project, including CV for each of the key personnel using below form (****Not required for technicians, fitters and workers****).*

**Lot 1 Solar PV Team requitements**

* **Project Manager:** With a Bachelor’s Degree in electrical or civil engineering and have at least (7) years of experience in construction projects or project management including (3) years of works in similar nature and magnitude of works described in this RFQ in the **region of the Middle East including at least 1 year in Yemen.**
* **Project Coordinator:** With a Bachelor’s Degree in Business management or Engineering with at least (5) Years of experience of construction projects including minimum of (2) years of works in similar nature and magnitude of works in **Yemen**.
* **Project Engineer (Electrical):** With a Bachelor’s Degree in Electrical Engineering with at least (5) Years of experience in Electrical works including minimum of (2) years of experience in off grid system in **Yemen**.
* **Project Engineer (Civil):** With a Bachelor’s Degree in Civil Engineering with at least (5) Years of experience of work in steel and concrete works including minimum of (2) years in solar PV system in **Yemen**.
* **Maintenance Engineer (Electrical):** With a Bachelor’s Degree in Electrical Engineering with at least (2) Years of experience of work in electrical works and troubleshooting including minimum of (1) year of solar PV system in **Yemen**.

**Key Personnel**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Position Description** | **QYT** | **Min Qualification** | **Name** | **Min Years of Exp** |
| 1 | Project Manager | **1** | Electrical or civil Engineer | **[*Insert Name*]** | 7 |
| 2 | Project Coordinator | **1** | Business management or Engineering | **[*Insert Name*]** | 5 |
| 2 | Electrical Engineer | **1** | Electrical Engineering | **[*Insert Name*]** | 5 |
| 3 | Civil Engineer | **1** | Civil engineering | **[*Insert Name*]** | 5 |
| 4 | Maintenance Engineer | **1** | Engineering | **[*Insert Name*]** | 3 |
| 5 | Electrical technicians | **3** | ~ | **[*Insert Name*]** | ~ |
| 6 | Structure fitters | **3** | ~ | **[*Insert Name*]** | ~ |

**Lot 2 Generator Team requirements:**

The bidder should provide the following key personnel

* Project Manager: 5 years’ experience in project management.
* Project Site Engineer: Qualified Civil Engineer with 5 years’ similar projects experience
* Civil Engineer: with 5 years’ in civil engineering.
* Electrical Engineer: with 5 years’ electrical engineering

**Key Personnel**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Position Description** | **Min Qualification** | **Name** | **Years Exp** |
| **1** | Project Manager | Management or Engineering | [*Insert name*] | [*Insert No.*] |
| **2** | Project Engineer | Mechanical Engineering | [*Insert name*] | [*Insert No.*] |
| **3** | Civil Engineer | Civil Engineering | [*Insert name*] | [*Insert No.*] |
| **4** | Electrical Engineer | Electrical Engineering | [*Insert name*] | [*Insert No.*] |

* every lot should have its own team

**CV format to be used for key personel**

(not required for technicians and fitters)

|  |  |  |
| --- | --- | --- |
| **pERSONAL iNFORMATION** | | |
| name | : |  |
| title | : | (Ex. project manager) |
| pHONE | : |  |
| EMAIL | : |  |

|  |
| --- |
| **Professional Summary** |
|  |

|  |  |  |
| --- | --- | --- |
| **eDUCATION** | | |
| eNTITY | **:** |  |
| degree | **:** |  |
| YEARS | **:** |  |

|  |  |
| --- | --- |
| **past Experience (from newest to oldest)** | |
| Entity name/ Location |  |
| assignment duration | from ---- to ---- |
| position |  |
| major tasks | -  -  -  -  - |
|  |  |
| Entity name |  |
| assignment duration | from ---- to ---- |
| position |  |
| major tasks | -  -  -  -  - |
|  |  |
| Entity name |  |
| assignment duration | from ---- to ---- |
| position |  |
| major tasks | -  -  -  -  - |

* + please use same template for each proposed persone in both lots.

Returnable quotation Schedule 6

InsuranceS

RFQ Case No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Note to Bidders: Bidders are to provide details of their insurance policies if they have any at the time of preparing their quotation. If selected, Bidders will have to comply with the insurance requirements as set out under Schedule 2 of the Contract Schedule of Works.*

*Bidders are advised that UNOPS may request copies of the insurance policies and any endorsements during the review of offers, including amounts of any deductibles and all exclusions.*

The supplier must be fully responsible for project activities related.

1. **Construction All Risks Insurance/Third Party Liability Insurance**

|  |  |
| --- | --- |
| Name of Insurer: |  |
| Policy No.: |  |
| Insured Amount: | Full Contract Value for the construction Works and USD 30,000 or accident for unlimited No. of accidents for the Third party Insurance (TPI) |
| Renewal Date: |  |
| Name of Broker: |  |
| Contact details of Broker: |  |

1. **Workers’ Compensation/Employer’s Liability Insurance**

|  |  |
| --- | --- |
| Name of Insurer: |  |
| Policy No.: |  |
| Insured Amount: | As pre Country Law and Insurance Policy |
| Renewal Date: |  |
| Name of Broker: |  |
| Contact details of Broker: |  |

1. **Contractor’s Plant and Equipment Insurance**

|  |  |
| --- | --- |
| Name of Insurer: |  |
| Policy No: |  |
| Insured Amount: | As pre Country Law and Insurance Policy |
| Renewal Date: |  |
| Name of Broker: |  |
| Contact details of Broker: |  |

Returnable Bid Schedule 7

Capacity, Experience, Work In Hand And Work Completed

|  |  |  |
| --- | --- | --- |
| RFQ Case No | : |  |
| Name of Bidder | : |  |
| Date | : |  |
| Signature | : |  |

**Lot 1: Solar PV**

Bidder shall list at least two off grid projects in the past 7 years and should fill the table below.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Project Name | Contract value  [USD] | Country | Year | Status Ongoing/ Completed | Client contact details | Goods Description |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |

Bidders shall also list if they have ongoing project or committed to start

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Project Name | Contract value  [USD] | Country | Year | Completion percentage | Client contact details | Goods Description |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |

**Lot 2: Generator**

RFQ Case No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Similar Projects during the last** [***7***] **years**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Order placed by [Full address of purchaser]** | **Order no. & date** | **Description & quantity of ordered items** | **Value of order** | **Date of completion of delivery** | | **Remarks indicating reasons of late delivery, if any** | **Was the supply of goods satisfactory?** |
| **As per Contract** | **Actual** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Returnable Quotation Schedule 8

Declaration

**United Nations Office for Project Services**

Sana’a City, Yemen

Dear Sir/Madam,

**Subject: Quotation of** Supply, Delivery, Installing, Testing, Commissioning, Operating, Handing over and maintaining a solar PV off grid systems of for Children Autism Center-Aden **RFQ/2020/13824**

I, [***insert name and title***], [***insert title***], do solemnly and sincerely declare that:

1. I am duly authorised by [***Insert name of bidder***] (the Bidder)to make this declaration on its behalf.
2. I make this declaration on behalf of the Bidder.
3. Before the Bidder submitted its offer, neither the Bidder, nor any of its employees or agents, had knowledge of the quotation proposed by any other bidder who submitted, or of any person, company, other body corporate or firm that proposed to submit, a quotation in response to this RFQ.
4. Before the Deadline for Quotation Submission of this RFQ process, neither the Bidder, nor any of its employees or agents, disclosed the Bidder’s quotation to:
   1. any other bidder who submitted an offer in response to this;
   2. any person, company, other body corporate or firm proposing to submit a quotation in response to this RFQ.
5. Neither the Bidder, nor any of its employees or agents, has provided information to:

###### any other bidder who has submitted a quotation in response to this RFQ;

###### any person, company, other body corporate or firm proposing to submit a quotation in response to this RFQ; or

###### any other person, company, body corporate or firm for the purpose of assisting in the preparation of a quotation in response to this RFQ.

1. The Bidder is genuinely competing for the Contract.
2. Neither the Bidder, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding, other than as disclosed to UNOPS in the quotation, that the successful bidder for the Contract shall pay any money to, or provide any other benefit or other financial advantage to, an industry association in respect of the Contract.
3. Neither the Bidder, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding that the successful bidder for the Contract shall pay any money to, or provide any other benefit or other financial advantage to, any other bidder who unsuccessfully tendered for the Contract.
4. Neither the bidder, nor any of its employees or agents, has entered into any contract, agreement, arrangement or understanding that bidders for the Contract would include an identical or similar condition or qualification in their quotations.

I acknowledge that this declaration is true and correct, and I make it in the belief that a person making a false declaration is liable to penalties.

|  |
| --- |
| DECLARED at [***insert place***] on [***insert date***] before me:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of authorised witness  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of authorised witness  (capital letters)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address of authorised witness  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Witness’ Occupation  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of declarant |

Returnable QUOTATION Schedule 9

Conflicts of Interest

RFQ Case No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### *Note to Bidders: Bidders shall declare any actual or potential conflicts of interest which may arise with respect to the project as between:*

#### 

#### *UNOPS and the Bidder; and*

#### *UNOPS and any subcontractor (including consultants) proposed by the Bidder*

**Returnable QUOTATION Schedule 10**

**BID SECURING DECLARATION**

Date: [Insert date]

Tender reference number: [Insert UNOPS tender reference number]

We, the undersigned, declare that:

1. We understand that, according to your conditions, offers must be supported by a bid securing declaration.
2. We accept that we could be declared ineligible to participate in future UNOPS tenders in accordance with the regulations stipulated in the Procurement Manual section 3.3 Vendor Ineligibility if we violate our obligation (s) under the conditions of the offer if:
3. we withdraw our offer during the period of the offer validity specified by us in the offer submission form; or
4. we do not accept the correction of errors in accordance with the Instructions to Bidders in the bidding documents; or
5. after having been notified of the acceptance of our offer during the period of bid validity thereof, (i) we do not execute or refuse to execute the Contract form, if required; or (ii) we do not supply or refuse to provide the performance security.
6. We understand that this bid securing declaration will expire if we are not the successful bidders, and when one of the following events occurs first: (i) we receive a copy of your notification with the name of the successful bidder; or (ii) twenty-eight days have elapsed after the expiration of our offer.

I, the undersigned, certify that I am duly authorized by [insert full name of bidder] to sign this bid and bind [insert full name of bidder] should UNOPS accept this bid:

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Returnable QUOTATION Schedule 11**

**JOINT VENTURE PARTNER INFORMATION FORM**

The Bidder shall fill in this Form in accordance with the instructions indicated below.

RFQ reference no: RFQ/2020/13824

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

|  |  |
| --- | --- |
| **JV / Consortium/ Association Information** | |
| **Name** | [complete] |
| **Names of each partner and contact information**  (address, telephone numbers, fax numbers, e-mail address) | [complete] |
| **Name of leading** partner (with authority to bind the JV, Consortium, Association during the Bidding process and, in the event a Contract is awarded, during contract execution) | [complete] |
| **Proposed proportion of responsibilities between partners (in %) with indication of the type of the goods/services to be delivered by each** | [complete] |

**Signatures of all partners of the JV:**

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNOPS for the fulfillment of the provisions of the Contract.

Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_ Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_