**Annex II**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION**

***(This Form must be submitted only using the Supplier’s Official Letterhead)***

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in **Table 1& 2** in conformity with the specification and requirements of UNDP as per RFQ Reference **RFQ-UNDP-OHR-2020-003 “Capability Map Digital Solution”**

**TABLE 1: Price table**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Description** | **Payment Percentage** | **Total Price** |
| 1 | Complete the specifications for a capability mapping platform/digital solution and market research | 40% |  |
| 2 | Complete the support to the EOI process | 30% |  |
| 3 | Complete the support to the RFP process | 30% |  |

**TABLE 2: Offer to Comply with Other Conditions and Related Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Information pertaining to our Quotation are as follows:** | **Your Responses** | | |
| ***Yes, we will comply*** | ***No, we cannot comply*** | ***If you cannot comply, pls. indicate counter proposal*** |
| Technical responsiveness/Full compliance to requirements (PLEASE SUBMIT A TECHNICAL PROPOSAL TO VERIFY THE ADECUACY OF THE PROPOSED SERVICES WITH RESPECT TO UNDP REQUIREMENTS) |  |  |  |
| Full compliance to requirements of proposed CVs |  |  |  |
| Validity of Quotation, 90 days |  |  |  |
| The vendor is not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List |  |  |  |
| Full acceptance of the Contract General Terms and Conditions |  |  |  |
| Item(s) listed should be delivered immediately after the issuance of UNDP PO. |  |  |  |

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

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation] & [Date]*