**Section III: Returnable Bidding Forms**

**eSourcing reference**: [Insert UNOPS tender reference number]

Note to Bidders: The following returnable forms are part of this RFQ and must be completed and returned by bidders as part of their quotation. Instructions to complete each Form are highlighted in blue in each Form. Please complete the Returnable Biding Forms as instructed and return them as part of your quotation by uploading them against their specific Document Checklist in the UNOPS eSourcing system.

This Section comprises the following Returnable Bidding Forms:

* Form A: Quotation Submission Form
* Form B: Price Schedule Form
* Form C: Technical Quotation Form
* Form D: Previous Experience Form
* Form E: Joint Venture Partner Information Form
* Form G: Manufacturer’s authorization form
* Form H: Bid Securing Declaration
* FORM I: Independent Bid Declaration
* FORM J: United Nations Supplier Code Of Conduct Declaration

**Form A: Quotation submission form**

Bidders are requested to complete this form, sign it and return it as part of their bid submission. 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.

Date: [Insert submission date]

**Subject: Quotation for the supply of** [***Insert a brief description of goods/services*]****in**[***Name of country/city*],** RFQ Case No. [Insert RFQ ref number], dated **[insert date]**

We, the undersigned, declare that:

* 1. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract;
  2. Our quotation shall be valid for the period of time of [insert number of days which shall not be less than the specified in the Tender Particulars section, Period of Validity of Quotations] from the date fixed for the submission deadline as set out in the RFQ, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
  3. We have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS[If you have any actual or potential conflict of interest as defined in Article 3 of Section II: Instructions to Bidders, please disclose it here];;
  4. Our firm confirms that the offeror and sub-contractors have not been associated, or had been involved in any way, directly or indirectly, with the preparation of the design, terms of references and/or other documents used as a part of this solicitation;
  5. Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the Contract—has not been declared ineligible by UNOPS, nor is included in the suspended/ineligibility list of the UN/PD, other UN Agencies, the UN Security Council, and the World Bank, in accordance with Instructions to Bidders Article 3, Eligibility;
  6. We embrace the UN Supplier Code of Conduct and adhere to the principles of the UN Global Compact;
  7. 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;
  8. We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this RFQ and will not engage in any such activity during the performance of any Contract awarded.

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

Name: [complete]

Title: [complete]

Date: [complete]

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

Provide the name and contact information for the primary contact from your company for this quotation:

Name: [complete]

Title: [complete]

Email address: [complete]

Telephone: [complete]

# Form B: Price Schedule Form

Bidders shall fill in this Price Schedule Form in accordance with the instructions indicated.

\*\*Please fill in all your prices in the attached excel sheet and send it as (excel book) along with the below table\*\*

RFQ reference no: [Insert UNOPS tender reference number]

|  |  |
| --- | --- |
| **Currency** | USD |

**Bills of quantity Lot# 3: Supply and delivery of medical waste equipment to 22nd May Educational Hospital- Sana`a city in Yemen.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Item** | **Unit** | **QYT** | **Unit Price DAP** | **Total Price DAP** |
| **3.1** | Garbage Containers , 600 Liters ,Yellow | Each | 2 | insert | insert |
| **3.2** | Garbage Containers , 600 Liters ,blue | Each | 2 | insert | insert |
| **3.3** | Garbage Containers , 600 Liters ,Green | Each | 2 | insert | insert |
| **3.4** | Garbage Containers , 600 Liters , Red | Each | 2 | insert | insert |
| **3.5** | Hand wheel barrow Carts , 250 liters | Each | 3 | insert | insert |
| **3.6** | Rectangular Waste Bins , 25 Liters ,Blue ,Plastic | Each | 131 | insert | insert |
| **3.7** | Mobile Garbage Bins , 50 Liters ,Green , Plastic | Each | 20 | insert | insert |
| **3.8** | Rectangular Waste Bins, 20 Liters ,Type-A ,Red ,Plastic | Each | 20 | insert | insert |
| **3.9** | Mobile Garbage Bins, 50 Liters ,Type-A , Red ,Plastic | Each | 5 | insert | insert |
| **3.10** | Rectangular Waste Bins, 20 Liters ,Type-B ,Yellow , Plastic | Each | 20 | insert | insert |
| **3.11** | Mobile Garbage Bins , 50 Liters ,Type-B ,Yellow , Plastic | Each | 5 | insert | insert |
|  | **Total** | | | | insert |

Payment terms 30 days accepted: ☐ Yes

**Bidder’s discount for accelerated payment:** \_\_\_\_% of total firm price for each calendar day less than thirty (30) days

**List of subcontractors or suppliers**

Bidder must identify the names of all subcontractors/suppliers who will be providing good/services under this Contract and the type of work being subcontracted, if applicable.

1. \_[Full legal name and address of subcontractors]\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

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

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

**Form C: Technical Quotation Form**

RFQ reference no: [Insert UNOPS tender reference number]

Name of Bidder: [insert name of Bidder]

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Specifications required** | **Is quotation compliant?** Bidder to complete | **Bidder’s Offer specifications Bidder to complete** |

|  |  |  |  |
| --- | --- | --- | --- |
| **3.1** | **Garbage Containers , 600 Liters ,Yellow** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.1.1** | Garbage container 4-wheel Flat cover with hinges (with a capacity of 600 litres), with curved cover, according to EN840, material HDPE Supplied with 4 castors with rubber tyre (with on 2 wheels pedal brakes). for municipal solid waste collection, Yellow color, Outdoor Use، Environmental Friendly , Smooth surface inside for easy clean out , resistant to denting and bending , All the metal parts are smooth and the plastic parts are no-toxic., All the parts will keep high durability between the temperature -40°C~60°C. as shown in the figure, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.1.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.1.3** | The bidder confirms that their quote for this Lot related to the Garbage Containers , 600 Liters ,Yellow is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.2** | **Garbage Containers , 600 Liters ,blue** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.2.1** | Garbage container 4-wheel Flat cover with hinges (with a capacity of 600 litres), with curved cover, according to EN840, material HDPE Supplied with 4 castors with rubber tyre (with on 2 wheels pedal brakes). for municipal solid waste collection, Blue color, Outdoor Use، Environmental Friendly , Smooth surface inside for easy clean out , resistant to denting and bending , All the metal parts are smooth and the plastic parts are no-toxic., All the parts will keep high durability between the temperature -40°C~60°C. as shown in the figure, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.2.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.2.3** | The bidder confirms that their quote for this Lot related to the Garbage Containers , 600 Liters ,blue is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.3** | **Garbage Containers , 600 Liters ,Green** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.3.1** | Garbage container 4-wheel Flat cover with hinges (with a capacity of 600 litres), with curved cover, according to EN840, material HDPE Supplied with 4 castors with rubber tyre (with on 2 wheels pedal brakes). for municipal solid waste collection, Green color, Outdoor Use، Environmental Friendly , Smooth surface inside for easy clean out , resistant to denting and bending , All the metal parts are smooth and the plastic parts are no-toxic., All the parts will keep high durability between the temperature -40°C~60°C. as shown in the figure, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.3.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.3.3** | The bidder confirms that their quote for this Lot related to the Garbage Containers , 600 Liters ,Green is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.4** | **Garbage Containers , 600 Liters , Red** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.4.1** | Garbage container 4-wheel Flat cover with hinges (with a capacity of 600 litres), with curved cover, according to EN840, material HDPE Supplied with 4 castors with rubber tyre (with on 2 wheels pedal brakes). for municipal solid waste collection, Red color, Outdoor Use، Environmental Friendly , Smooth surface inside for easy clean out , resistant to denting and bending , All the metal parts are smooth and the plastic parts are no-toxic., All the parts will keep high durability between the temperature -40°C~60°C. as shown in the figure, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.4.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.4.3** | The bidder confirms that their quote for this Lot related to the Garbage Containers , 600 Liters , Red is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.5** | **Hand wheel barrow Carts , 250 liters** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.5.1** | Hand wheelbarrow, steel made, (fitted with two wheels to facilitate container movement), (hand cart with a suitable box, with a capacity of 250 liters ) to transport solid waste from the sections and point collections to the storage place. Environmentally Friendly, Smooth surface inside for easy clean out | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.5.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.5.3** | The bidder confirms that their quote for this Lot related to the Hand wheelbarrow Carts , 250 liters is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.6** | **Rectangular Waste Bins , 25 Liters ,Blue ,Plastic** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.6.1** | Rectangular waste bin 25 liter. Equipped with a plastic litter bin design lever-type flip cover design makes the flexible flap cover more comfortable, automatic rotation is simple and automatically closes after garbage disposal, effectively isolate odor and isolate bacteria. Material polyethylene for municipal solid waste. Environmentally Friendly, Smooth surface inside for easy clean out, resistant to denting and bending for municipal solid waste, blue color, as shown in the figure, to be placed in rooms and where necessary, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.6.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.6.3** | The bidder confirms that their quote for this Lot related to Rectangular Waste Bins , 25 Liters ,Blue ,Plastic is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.7** | **Mobile Garbage Bins , 50 Liters ,Green , Plastic** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.7.1** | Mobile garbage bins for municipal solid waste, made from high quality UV resistant HDPE material, Environmentally Friendly, Smooth surface inside for easy clean out, resistant to denting and bending for municipal solid waste, Green color, with a capacity of 50 liters. Lid handle, the lid’s strip handle facilitates bin opening effortlessly and contributes to its durability. back handle ergonomically designed back handle is designed for easy mobility and handling. Tilting: The 50l trash bin is fitted with two rear wheels to facilitate container movement and handling, using a tilted position by the person in charge, as shown in the figure, to be placed in specific points and where necessary, for collection from the rooms. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.7.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.7.3** | The bidder confirms that their quote for this Lot related to the Mobile Garbage Bins , 50 Liters ,Green , Plastic is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.8** | **Rectangular Waste Bins, 20 Liters ,Type-A ,Red ,Plastic** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.8.1** | Rectangular waste bin 20 liter, Rubbermaid Swing Top cover. Equipped with a foot pedal that opens with a single click. There’s no slamming when throw out waste, the soft-closing lid closes smoothly and quietly, effectively isolate odor and isolate bacteria. Material polyethylene for hazardous solid medical waste type A, Red color, with a capacity of 20 liters, Environmentally Friendly, Smooth surface inside for easy clean out, resistant to denting and bending for municipal solid waste, as shown in the figure, to be placed in rooms and where necessary, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.8.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.8.3** | The bidder confirms that their quote for this Lot related to the Rectangular Waste Bins, 20 Liters ,Type-A ,Red ,Plastic is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.9** | **Mobile Garbage Bins, 50 Liters ,Type-A , Red ,Plastic** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.9.1** | Mobile garbage bins for hazardous solid medical waste type A, made from high quality UV resistant HDPE material , Environmental Friendly , Smooth surface inside for easy clean out , resistant to denting and bending for municipal solid waste, red color, with a capacity of 50 liters .Lid handle, the lid’s strip handle facilitates bin opening effortlessly and contributes to its durability. back handle ergonomically designed back handle is designed for easy mobility and handling. Tilting: The 50l trash bin is fitted with two rear wheels to facilitate container movement and handling, using a tilted position by the person in charge, as shown in the figure, to be placed in specific points and where necessary, for collection from the rooms. red color, as shown in the figure, to be placed with specific points and where necessary, for collection from the rooms, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.9.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.9.3** | The bidder confirms that their quote for this Lot related to the Mobile Garbage Bins, 50 Liters ,Type-A , Red ,Plastic is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.10** | **Rectangular Waste Bins, 20 Liters ,Type-B ,Yellow , Plastic** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.10.1** | Rectangular waste bin 20 liter, Rubbermaid Swing Top cover. Equipped with a foot pedal that opens with a single click. There’s no slamming when throw out waste, the soft-closing lid closes smoothly and quietly, effectively isolate odor and isolate bacteria. Material polyethylene for hazardous solid medical waste type B, yellow color, with a capacity of 20 liters, Environmentally Friendly, Smooth surface inside for easy clean out, resistant to denting , as shown in the figure, to be placed in operating rooms and where necessary. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.10.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.10.3** | The bidder confirms that their quote for this Lot related to Rectangular Waste Bins, 20 Liters ,Type-B ,Yellow , Plastic is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.11** | **Mobile Garbage Bins , 50 Liters ,Type-B ,Yellow , Plastic** | | |
|  | **Manufacturer Identification** |  |  |
|  | Name of manufacturer | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Manufactured in (Country) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Subcontractor’s name (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 9001 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Is the manufacturer ISO 13485 certified? If yes, provide expiry date and the certificate. Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | If the manufacturing process(es) is/are subcontracted provide: - Subcontracted process - Name and address and country of subcontractor -Upload QMS certificate of subcontractor under the placeholder: "Certificates". Indicate the filename of the uploaded document here. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product details** |  |  |
|  | Product name | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from supplier: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product reference/model number from manufacturer: | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product marketing licence number (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product name as submitted to regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Name of regulatory authority (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | Product shelf life in months (if applicable) | Bidder to insert | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  | **Product Technical specifications** |  |  |
| **3.11.1** | Mobile garbage bins for hazardous solid medical waste type B, made from high quality UV resistant HDPE material , Environmental Friendly , Smooth surface inside for easy clean out , resistant to denting ، yellow color, with a capacity of 50 liters .Lid handle, the lid’s strip handle facilitates bin opening effortlessly and contributes to its durability. back handle ergonomically designed back handle is designed for easy mobility and handling. Tilting: The 50l trash bin is fitted with two rear wheels to facilitate container movement and handling, using a tilted position by the person in charge, as shown in the figure, to be placed in specific points and where necessary, for collection from the rooms. yellow color, as shown in the figure, to be placed with specific points and where necessary, for collection from the rooms, | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.11.2** | **Safety and standards**  Manufacturer certification: ISO 9001, ISO 13485 or equivalent MMP certification is acceptable.  Copy of the above mentioned certificates shall be included in the offer. | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| **3.11.3** | The bidder confirms that their quote for this Lot related to the Mobile Garbage Bins , 50 Liters ,Type-B ,Yellow , Plastic is as per Section II: Schedule of Requirements | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
|  |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **General** | | | |
| 1 | The authorization of manufacturer included in your offer | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| 2 | Performance tests certificate from the manufacturer included in the offer | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| 3 | All original and completed catalogues  for each supplied item included | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| 4 | One-year warranty for each supplied items included | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |
| 5 | The supplier should have the capacity (technical expertise) to provide the materials and replace them in case they get damaged during the warranty period | ☐ Yes ☐ No | Insert details of goods offered, including specifications, picture, and brand/model offered if applicable |

**Delivery requirements and Comparative Data Table:**

|  |  |  |  |
| --- | --- | --- | --- |
| **UNOPS Requirements** | | **Is quotation compliant?** Bidder to complete | **Details**  Bidder to complete |
| **Delivery time** | Bidder shall deliver and install the goods within 150 Days (less lead-time in delivery is preferable) **DAP (Unloaded, customs cleared)** after Contract signature. | ☐ Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | Delivery at Place DAP to Sana’a city in Yemen and Locations mentioned in the section ll: schedule of requirements. | ☐ Yes ☐ No | Insert details |
| **UNOPS Right to vary requirements** | At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the RFQ. | ☐ Yes ☐ No | Insert details |

The offered goods and related services (if applicable) are in accordance with the required specifications and requirements specified in **Section II: Schedule of Requirements**.

☐ Yes ☐ No

ANY DEVIATION MUST BE LISTED BELOW:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

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

# Form D: Previous Experience Form

RFQ reference no: [Insert UNOPS tender reference number]

Name of Bidder: [insert name of Bidder]

* Please list all relevant experiences in relation to the tender in request

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description of services/goods** | **Country** | **Total amount of Contract** | **Contract Identification and Title and**  **Contact details of Client**  **(Name, Address, telephone, email, fax)** | **Year project was undertaken** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

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

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

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

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

**Form E: Joint Venture Partner Information Form**

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

RFQ reference no: [Insert UNOPS tender reference number]

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) |  |
| **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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Form F: Manufacturer’s Authorization Form**

A letter issued by the manufacturer authorizing the applicant to participate in this particular RFQ must be submitted with the bid in the format provided in this Form.

To be eligible for delivery of goods, the bidder must be either the manufacturer of the offered goods or a sole representative of the manufacturer to the United Nations. Should offers for a particular make and model be received from more than one appointed representative, UNOPS reserves the right to select only one.

RFQ reference no: [Insert UNOPS tender reference number]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To: **[bidder to insert]**

**WHEREAS**

We ***[insert complete name of manufacturer***], who are official manufacturers of [***insert type of goods manufactured],*** having factories at ***[insert full address of manufacturer’s factories***], do hereby authorize ***[insert complete name of bidder]*** to submit a bid the purpose of which is to provide the following goods, manufactured by us ***[insert name and or brief description of the goods]***, and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with Clause 13 of the General Conditions for Goods, with respect to the goods offered by the above firm.

Signed: [***insert signature(s) of authorized representative(s) of the manufacturer]***

Name***: [insert complete name(s) of authorized representative(s) of the manufacturer]***

Title: ***[insert title]***

Dated on \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ ***[insert date of signing]***

**Form G: 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 : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORM H: INDEPENDENT BID DECLARATION**

**This document does not require notarization.**

Bid for the supply of *[*[……….]*]* in *[*……….]*]*, invitation to bid no.: [……….], dated [……….]

The undersigned, on submission of a bid for the competitive procurement process or invitation to bid (hereinafter referred to as “the bid”) for the *[insert brief description of the goods and/or services]* in *[name of country/city] –* invitation to bid no.: [insert invitation to bid ref. no.], in response to the call for bids made by the United Nations Office for Project Services (UNOPS), I hereby make the following statements, which I declare to be true and complete in all respects.

On behalf of [name of bidder or joint venture], hereinafter “the Bidder”, **I declare** that:

1. I understand that the bid submitted shall be disqualified if this statement is found not to be true and complete in all respects.
2. I am authorized by the Bidder to sign this declaration and to submit the attached bid on behalf of the Bidder.
3. Each person whose signature appears on the submitted bid has been authorized by the Bidder to establish its terms and to sign it on behalf of the Bidder.
4. For the purposes of this statement and the bid submitted, I understand that the word “competitor” shall include any natural or legal person, other than the Bidder, whether affiliated with the Bidder or not, who:
5. has been asked to submit a bid in response to this invitation to bid
6. might potentially submit a bid in response to this invitation to bid, based on their qualifications, skills or experience.
7. The Bidder discloses that (select the appropriate option from the following subsections, 5 (a) or 5 (b)):
8. The Bidder has submitted the bid independently and without consultation, communication, agreement or arrangement with any competitor: YES ☐ NO ☐
9. The Bidder has entered into consultation, communication, agreement or arrangement with one or more competitors with respect to this invitation to bid, full details of which the Bidder discloses in the accompanying documents, including the names of the competitors and the nature of and reasons for such consultation, communication, agreement or arrangement: YES ☐ NO ☐
10. In particular, and without limiting the generality of paragraphs 5 (a) or 5 (b) above, there has been no consultation, communication, agreement or arrangement with any competitor with respect to:
11. prices
12. methods, factors or formulas used to calculate prices
13. the intention or decision to submit a bid or not, or
14. the submission of a bid that does not meet the specifications of the invitation to bid, except as specifically disclosed under paragraph 5 (b) above.
15. In addition, there has been no consultation, communication, agreement or arrangement with any competitor as to the quality, quantity, specifications or delivery details for the products or services to which this invitation to bid relates as specifically disclosed under paragraph 5 (b) above.
16. The terms of the bid submitted have not been and shall not be knowingly disclosed by the Bidder, whether directly or indirectly, to any competitor prior to the date and time of the official bid-opening ceremony, or contract-awarding ceremony, whichever comes first.
17. I declare that the company I represent has commercial links with the following
18. corporations: [indicate the corporations that may or may not submit a bid for the purpose of this invitation to bid, detailing their commercial names and the type of links that exist with them.[[1]](#footnote-0) If there are no commercial links with any corporations, please enter “None”].

The above statements are also true and complete for the members of the joint venture: YES ☐ NO ☐ [If the answer is NO, details must be included of the members for whom any of the above statements are not met. This paragraph may be deleted if the Bidder is not a joint venture].

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

Position : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

**FORM I: UNITED NATIONS SUPPLIER CODE OF CONDUCT DECLARATION OF ELIGIBILITY**

**UNOPS expects all bidders to act in accordance with the highest ethical standards throughout the competitive procurement process, as well as during the validity of any contract that may be awarded to them through the process. Therefore, all bidders must declare and ensure the following.**

**If the bidder’s status in relation to this declaration changes, it must inform UNOPS immediately. Failure to comply with this requirement shall automatically render the bidder ineligible. This document does not require notarization.**

Bid for the supply of *[…………]* in *[……………….]*, invitation to bid no.: [……….], dated [……….].

The undersigned, on submission of a bid for the competitive procurement process or invitation to bid (hereinafter referred to as “the bid”) for the *[insert brief description of the goods and/or services]* in *[name of country/city] –* invitation to bid no.: Invitation to bid no.: [insert invitation to bid ref. no.], in response to the call for bids made by the United Nations Office for Project Services (UNOPS), I hereby make the following statements:

1. We have not and shall not engage in proscribed practices in connection with the UNOPS competitive procurement processes. For the purposes of this provision, a “proscribed practice” means any of those listed on the UNOPS website under “Vendor Sanctions”, including those listed below:

* Corrupt practice: the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party.
* Fraudulent practice: any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation.
* Coercive practice: any act or omission that impairs or harms, or threatens to impair or harm, directly or indirectly, any party or the property of the party to improperly influence the actions of a party.
* Collusive practice: an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party.
* Unethical practice: conduct or behaviour that is contrary to the conflict of interest, gifts and hospitality, post-employment provisions or other published requirements of doing business with UNOPS.
* Obstruction: acts or omissions by a vendor that prevent or hinder UNOPS from investigating instances of possible proscribed practices.

1. We understand that in the event of any breach of these declarations or guarantees, UNOPS shall have the right to reject any bid submitted by us and may terminate any contract awarded to us as a result of any competitive procurement process, giving immediate notice thereof, and that UNOPS shall not be liable for termination charges or any other charges. In addition, UNOPS may exclude us from future work with the organization or other entities within the United Nations system.
2. We commit to adhering to the highest ethical standards during the execution of any contract, in accordance with point *40. Ethics and corrupt practices* of *Section II: instructions to bidders* of the bidding document.
3. We understand that UNOPS may cancel or terminate the contract, without penalty and without notice, if we are found to have engaged in collusion, corrupt practices or unethical behaviour, and may also declare us – both our organization and its board of directors and/or individual staff – ineligible indefinitely or for a limited period of time. We understand that UNOPS may also cancel or rescind contracts for the same reason.
4. We shall not employ, nor do we plan to employ, any person who has been a United Nations official in the past year. If an employee has been a United Nations official, they shall have had no professional relationship with us in the last three (3) years of their service with the United Nations.

The above statements are also true and complete for the members of the joint venture: YES ☐ NO ☐ [If the answer is NO, details must be included of the members for whom any of the above statements are not met. This paragraph may be deleted if the Bidder is not a joint venture].

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

Position : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

1. Bidders with commercial links are **required** to clearly state such links. Failure to do so may be interpreted as a proscribed practice as set out in Section 1.5.3.2 of the UNOPS Procurement Manual. [↑](#footnote-ref-0)