**Section III: Returnable Bidding Forms**

**eSourcing reference: RFQ/2021/18980**

**Title: Request for Quotation (RFQ) for Supply and Delivery of Hand Held Metal Detector, Searching Mirror, Fire alarm and speed bumps for KSF Project.**

Note to Bidders:

The following returnable forms are part of this RFQ and must be completed, sign, stamp 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 Bidding 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 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: RFQ/2021/18980

Title: **Request for Quotation (RFQ) for Supply and Delivery of Hand Held Metal Detector, Searching Mirror, Fire alarm and speed bumps for KSF Project.**

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 **60 days** from the date fixed for the bid 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;
  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 any 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]

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.

RFQ reference no: **RFQ/2021/18980**

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No** | **Description** | **UoM** | **Qty** | **Unit price USD DAP** | **Total price USD DAP** |
| **1** | **Supply and delivery of Battery**  **powered Handheld Metal Detectors.(Garrett or equivalent** | **PCS** | **20** |  |  |
| **2** | **Supply and delivery Rechargeable**  **Batteries for the Handheld Metal**  **Detectors** | **PCS** | **20** |  |  |
| **3** | **Supply and delivery of Vehicle Search Mirrors (Handheld)** | **PCS** | **20** |  |  |
| **4** | **Supply and Delivery of** Manual **hand Crank Fire Emergency Alarm-** | **PCS** | **11** |  |  |
| **5** | **Supply and Delivery Of highest quality of Speed bumps with its bolts for installation** | **PCS** | **300** |  |  |

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**

Bidders must identify the names of all subcontractors/suppliers who will be providing goods/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: **RFQ/2021/18980**

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

Bidders are required to complete the **Comparative Data Tables** included in Section II: Schedule of Requirements to demonstrate compliance with UNOPS requirements and insert them below. Bidders are NOT allowed to make any change in the “UNOPS requirements” columns of the Comparative Data Tables. Such changes might disqualify your quotation.

**Technical specifications for goods – Comparative Data Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **UNOPS minimum technical requirements** | **Sample Pictures only for guidance** | **Qty** | | **Is Bid compliant? Bidder to complete** | **Details of goods offered. Bidder to complete** |
| 1 | **Supply and delivery of Battery**  **powered Handheld Metal Detectors.(Garrett or equivalent**  **Model Number:**   * 1165180 * Audio Frequency * 2 kHz, Warbled   **Dimensions:**   * Length: 16.5" (42cm) * Width: 3.25" (8.3cm) * Thickness: 1.62" (4.13cm) Weight: 17.6oz (499g) * Voltage: 6.8 to 10 Vdc * Current: 5 mA. typical   **Battery:**  Standard 9V (Eveready No. 216 or equivalent) or 7.2V Nickel Metal Hydride (NiMH) (rechargeable) | Garrett Super Scanner V Hand-Held Metal Detector 1165190 - Adorama | 20 PCS | | ☐ Yes ☐ No | Insert details of goods offered. |
| 2 | **Supply and delivery Rechargeable**  **Batteries for the Handheld Metal**  **Detectors** |  | 20 PCS | | ☐ Yes ☐ No | Insert details of goods offered. |
| 3 | **Supply and delivery of Vehicle Search Mirrors (Handheld)**   * Rods color: Black * Mirror size: 12" / 30cm * Material of mirror: Acrylic * Aluminum handles extend from 42" to 51"6. | Under Vehicle Searching Mirror | 20 pcs | | ☐ Yes ☐ No | Insert details of goods offered. |
| 4 | **Supply and Delivery of** Manual **hand Crank Fire Emergency Alarm-**  The hand crank fire alarm shall be designed to provide effective alarm, alert or warning sounds in situations where there is no power supply. Powered by rotating the handle, the siren shall have a plate to shut off the sound once up to speed giving it the ability to produce three tones. It's foldable for easy storage and transportation and its heavy duty construction is suitable for even the harshest environments and it's bright red colour scheme is in line with other emergency equipment.  **Product Specifications**   * Maximum Output: 110dB(A) at 1m * Frequency: 550Hz * Effective Range: 500m |  | 11 PCS | | ☐ Yes ☐ No | Insert details of goods offered. |
| 5 | **Supply and Delivery Of highest quality of Speed bumps with its bolts for installation**   * length is 90cm * height 7.5cm * **channel internal size is 5cm** * **5 cable channels inside** * Embedded "cat-eye" reflectors enhance visibility and alert drivers well in advance * Pre-drilled for anchoring spike or lag bolts * Resistant to UV, moisture, oil and temperature * Easily handled and installed by 1 person * Flexible enough to conform to uneven road surfaces |  | **300 PCS** | | ☐ Yes ☐ No | Insert details of goods offered. |

**Delivery requirements –– Comparative Data Table**

|  |  |  |  |
| --- | --- | --- | --- |
| **Delivery time** | The contractor shall deliver the goods **within 2 weeks** from day of issuing of the Purchase order | ☐ Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | Delivery place and Incoterms rules: DAP at UNOPS UNOCA Compound Kabul Jalalabad Road. The supplier will be responsible for the procurement of the goods including transportation to the nominated location including loading, offloading at delivery site. | ☐ Yes ☐ No | Insert details |
| **Packaging Requirement** | Vendors shall ensure that all goods are properly packed to withstand export shipment by surface, sea, and other modes as well as rough handling during transportation from origin to the final destination. Vendor shall supply and deliver all goods with a first wrapping made of environmental-friendly plastic film, and in lots, where applicable, and secondly packed in minimum dual-layers corrugated boxes with opening “ears'' or with strap for easy carrying, handling and storage which shall withstand palletized packaging. Vendors shall ensure all products are clearly labeled and identifiable. English language shall be used for that purpose. Vendors shall ensure that, in addition to commercial labeling, each part (lots and boxes) is clearly marked in red: NOT FOR SALE for UN USE ONLY. Vendors shall supply and deliver all corrugated boxes palletized and all pallets shrunk wrapped from top up to the bottom layer of the pallet for safe transportation and easy unloading and storage. | ☐ 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 +/- 50%, without any change in the unit prices or other terms and conditions of the RFQ. | ☐ Yes ☐ No | Insert details |
| **Sample check** | UNOPS will check the physical samples of quoted items during the evaluation stage and UNOPS will verify the offered products by opening the goods. Poor quality and Fake products will not be accepted. The samples check will also be done through catalogue, pictures and or brochure subject to prior confirmation. Failure to provide the product for physical sample or catalogue, pictures and or brochure will lead to disqualification of the bidder's bid. | ☐ Yes ☐ No | Insert details |
| **Inspection of Goods:** | UNOPS will verify the offered products during award or after award the Poor quality and Fake products will not be accepted and shall be rejected to supplier at supplier cost. | ☐ Yes ☐ No | Insert details |

The offered goods and related services (if applicable) are in accordance with the required specifications and requirements specified in this Technical Quotation Form.

☐ Yes ☐ No

ANY DEVIATION MUST BE LISTED BELOW:

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

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

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

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

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

# **Form D: Previous Experience Form**

**Title: Request for Quotation (RFQ) for Supply and Delivery of Hand Held Metal Detector, Searching Mirror, Fire alarm and speed bumps for KSF Project.**

**RFQ Reference:RFQ/2021/18980**

Name of Bidder: [insert name of Bidder]

**Bidders must have completed at least two (02) similar contracts for the supply and delivery of Security searching items in the last 3 years.**

**The bidder must provide the Offered Product Catalogue/Product data sheet.**

Bidders must provide the details of the contracts along with valid reference contact details. UNOPS will conduct the reference check for the previous contracts provided in the below list.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_