**Section II: Returnable Bidding Forms**

**Note to Bidders:** **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.**

The following returnable forms are part of this RFQ and must be completed and returned by bidders as part of their Quotation.

**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 Supply and delivery of Generator spare parts for UNOPS RSHQ Kabul, Afghanistan. RFQ Case No. RFQ/2021/22674

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 90 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 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/2021/22674

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item No | Description | UoM | Qty | Unit price (USD ) | Total price (USD) |
| 1 | Piston Rings | Each | 4 |  |  |
| 2 | Piston | Each | 4 |  |  |
| 3 | Liner | Each | 4 |  |  |
| 4 | Valves Inlet and Exhaust | Each | 4 |  |  |
| 5 | Valves Guide | Each | 4 |  |  |
| 6 | Rod Bearing | Each | 4 |  |  |
| 7 | Main Bearing | Each | 4 |  |  |
| 8 | Top Gasket Kit | Each | 4 |  |  |
| 9 | Bottom Gasket Kit | Each | 4 |  |  |
| 10 | Head Gasket Kit | Each | 4 |  |  |
| 11 | Front and Rear Oil Seal | Each | 4 |  |  |
| 12 | Oil Sensor Morphy Type | Each | 4 |  |  |
| 13 | Water sensor Morphy type | Each | 4 |  |  |
| 14 | Solonoid for fuel injection Pump | Each | 4 |  |  |
| 15 | Fan Belt | Each | 4 |  |  |
| 16 | Thermostat | Each | 4 |  |  |
| 17 | Fuel Pump new | Each | 4 |  |  |
| 18 | Fuel Injectpr New | Each | 4 |  |  |
| 19 | Fuel lift Pump New | Each | 4 |  |  |
| 20 | Radiator-Repair | Each | 3 |  |  |
| 21 | Canopy-Repair Locks and Doors | Each | 2 |  |  |
| 22 | Coolant-Antifreeze | Liter | 40 |  |  |
| 23 | Major Services-Engine Oil and Filters | Each | 4 |  |  |
| 24 | 100 Amps 4 pole, Circuit Breaker | Each | 3 |  |  |
| 25 | Rental Load Bank 100KVA for load Test | Each | 4 |  |  |
| 26 | Radiator New | Each | 1 |  |  |
| 27 | AVR-R120 | Each | 2 |  |  |
| 28 | Dry-Battery 12V 100 Amps | Each | 4 |  |  |
| **Note:** All the above mentioned parts are required for four (4) 65KVA Perkins Generators. The Gendorators Engine specifications are as follows .  Generator#:1 Engine Type: Perkins-P65S 52 KW 65KVA  Engine S/N#: DK32046U514595D  Cycle 50 Hz 230/400 V  Generator#:2 Engine Type: Perkins-P65 52 KW 65 KVA  Engine S/N#: DK83398KS01112D  Cycle 50 Hz 230/380 V  Generator#:3 Engine Type: Perkins-P65 52 KW 65 KVA  Engine S/N#: DK51278\*U331187  Cycle 50 Hz 230/380 V  Generator#:4 Engine Type: Perkins-P65S 52 KW 65 KVA  Engine S/N#: DK32046US14581D  Cycle 50 Hz 230/380 V | | | | |  |
| **Total Price USD** | | | | |  |

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: RFQ/2021/22674

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

Bidders are required to complete the **Comparative Data Tables** below 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** | **Is Bid compliant? Bidder to complete** | **Details of goods offered. Bidder to complete** |
| 1 | Piston Rings, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 2 | Piston, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 3 | Liner, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 4 | Valves Inlet and Exhaust, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 5 | Valves Guide, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 6 | Rod Bearing, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 7 | Main Bearing, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 8 | Top Gasket Kit, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 9 | Bottom Gasket Kit, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 10 | Head Gasket Kit, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 11 | Front and Rear Oil Seal, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 12 | Oil Sensor Morphy Type, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 13 | Water sensor Morphy type, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 14 | Solonoid for fuel injection Pump, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 15 | Fan Belt , New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 16 | Thermostat , New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 17 | Fuel Pump new, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 18 | Fuel Injectpr New | Yes / No | Insert details of goods offered, including specifications |
| 19 | Fuel lift Pump New | Yes / No | Insert details of goods offered, including specifications |
| 20 | Radiator-Repair, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 21 | Canopy-Repair Locks and Doors, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 22 | Coolant-Antifreeze | Yes / No | Insert details of goods offered, including specifications |
| 23 | Major Services-Engine Oil and Filters, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 24 | 100 Amps 4 pole, Circuit Breaker, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 25 | Rental Load Bank 100KVA for load Test, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 26 | Radiator New, New Genuine | Yes / No | Insert details of goods offered, including specifications |
| 27 | AVR-R120, | Yes / No | Insert details of goods offered, including specifications |
| 28 | Dry-Battery 12V 100 Amps, New Genuine | Yes / No | Insert details of goods offered, including specifications |

**Delivery requirements –– Comparative Data Table**

|  |  |  |  |
| --- | --- | --- | --- |
| **UNOPS Requirements** | | **Is the bid compliant?** Bidder to complete | **Details**  Bidder to complete |
| **Delivery time** | Bidders shall deliver the goods within 25 consecutive days after the Purchase Order award. | ☐ Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | Maslakh Field, Abdul Haq Square, PD#09, Kabul, Afghanistan and Incoterms rules as per DAP Incoterms 2010. | ☐ Yes ☐ No | Insert details |
| **Warranty** | Provision of warranty for 6 months for proposed spare parts | ☐ 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 +/- 25%, without any change in the unit prices or other terms and conditions of the RFQ. | ☐ Yes ☐ No | Insert details |
| **Packing standards** | Bidder shall ensure the best international packing standards of goods supplied, including use of eco-friendly packing materials.  Bidder shall remain liable for the packing and consistency of the items supplied for the period of shipment and acceptance for use. Any items found unacceptable shall be returned and changed at no costs to UNOPS | ☐ Yes ☐ No | Insert details |
| **Inspection of Goods:** | UNOPS will verify the offered generator by opening some parts to make sure the Generator is original. Poor quality and Fake products will not be accepted.  The bidder shall provide the documentation along with their bids to show that the generators’ parts are genuine. | ☐ Yes ☐ No | Insert details |

**Form D: Previous Experience Form**

RFQ reference no: RFQ/2021/22674

Name of Bidder: [insert name of Bidder]

Experience: Supplier must have at least one similar experience (Generator Parts Delivery) in one of the last three years. Bidders must provide the details of the contracts along with valid reference contact details. UNOPS will conduct the reference check for the previous contracts.

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