**Section III: Returnable Bidding Forms**

**eSourcing reference**: RFQ/2021/25161

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 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.

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

We, the undersigned, declare that:

* 1. We have examined and have no reservations to the bidding documents, including amendments No.: [Insert the number and issuing date of each amendment];
  2. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract, and in accordance with the delivery schedules specified in the Schedule of Requirements
  3. The total price of our bid, excluding any discounts offered in item (d) below, is: [Insert the total bid price in words and figures, indicating the various amounts and the respective currencies];
  4. The discounts offered and the methodology for their application are:
* **Discounts**: If our bid is accepted, the following discounts shall apply. [Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies, including if applicable discounts for accelerated payment.]
* **Methodology of application of the discounts**: The discounts shall be applied using the following method: [Specify in detail the method that shall be used to apply the discounts];
  1. Our bid shall be valid for the period of time of [insert number of days which shall not be less than the specified in Section I: RFQ Particulars, Period of Validity of Bids] 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;
  2. If our bid is accepted, and if so requested in Section I: RFQ Particulars, we commit to obtain a performance security in accordance with Instructions to Bidders, Article 34 and the General Conditions of Contract;
  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. 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;
  5. Our firm confirms that the Bidder 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;
  6. We embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact;
  7. 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 4, Eligibility;
  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;
  9. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

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 : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[*Stamp form of bid with official stamp of the bidder*]

# Form B: Price Schedule Form

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

RFQ reference no: RFQ/2021/25161

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **LOT** | **Description** | **Qty** | **Currency: USD** | |
| **Unit Price**  **DAP, Seychelles** | **Total Price DAP, Seychelles** |
| **01** | **Rigid Hull Inflatable Boat (RHIB) with vehicle trailer - Seychelles** | **01** |  |  |
|  | **Total Cost – Lot No 1** | | |  |

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 goods/services under this Contract and the type of work being subcontracted, if applicable.

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

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 Bid Form**

RFQ reference no: RFQ/2021/25161

Name of Bidder: [insert 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.

**Lot No 1: Rigid Hull Inflatable Boat (RHIB) with vehicle trailer - Seychelles**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Minimum Requirements** | **Bidder’s Offer** | | **Remarks** |
| **Yes** | **No** |
| 1 | Make |  |  |  |
| 2 | Model |  |  |  |
| 3 | Country of Origin |  |  |  |
| 4 | 8.5 Meter Minimum to 9.5 Meter Tubing to be replaced with a combination memory foam with air dark blue/grey or black in colour (collar must be constructed with Closed Cell Rigid Foam with no Air tubes). | ☐ Yes | ☐ No |  |
| 5 | Capable of carrying 10 passengers and 2 crew. | ☐ Yes | ☐ No |  |
| 6 | Self-drain deck. | ☐ Yes | ☐ No |  |
| 7 | Neoprene step treads on tubes black or grey in colour. | ☐ Yes | ☐ No |  |
| 8 | Non-slip paint on deck. | ☐ Yes | ☐ No |  |
| 9 | Heavy duty lifting eyes 2 front and 2 rear. | ☐ Yes | ☐ No |  |
| 10 | Stainless steel A frame. | ☐ Yes | ☐ No |  |
| 11 | Stainless steel engine guard rail. | ☐ Yes | ☐ No |  |
| 12 | Console with steering wheel mounted left with throttles mounted for right hand use. Fitted near stern of the RHIB | ☐ Yes | ☐ No |  |
| 13 | Spray windscreen fitted to console. | ☐ Yes | ☐ No |  |
| 14 | Retractable/roll top canopy. | ☐ Yes | ☐ No |  |
| 15 | Navigation and Anchor lights. | ☐ Yes | ☐ No |  |
| 16 | Search light. | ☐ Yes | ☐ No |  |
| 17 | Automatic bilge pump. | ☐ Yes | ☐ No |  |
| 18 | Manual bilge pump. | ☐ Yes | ☐ No |  |
| 19 | Bow anchor locker. | ☐ Y | ☐ No |  |
| 20 | Danforth anchor 14 – 18 Kg with 9m chain and 20m of rope (non-floating). | ☐ Yes | ☐ No |  |
| 21 | GPS/Chart plotter minimum 150mm screen inbuilt | ☐ Yes | ☐ No |  |
| 22 | Compass inbuilt. | ☐ Yes | ☐ No |  |
| 23 | Fitted VHF Maritime Radio system with antenna. | ☐ Yes | ☐ No |  |
| 24 | should consist of 2 tanks ( each tank should have the capacity of 225 – 250 L ). | ☐ Yes | ☐ No |  |
| 25 | 2 x 200Hp outboard engines with electro/hydraulic power steering, with engine displays with flyby wire control with electro/hydraulic tilt switch. Suggested engine must be compatible with Yamaha or equivalent Engines due to operational reasons and maintenance requirements. | ☐ Yes | ☐ No |  |
| 26 | Engine spares to include spare props and spark plugs and basic tool kit. | ☐ Yes | ☐ No |  |
| 27 | 4 x staghorns (2 x bow and 2 x Stern). | ☐ Yes | ☐ No |  |
| 28 | 6 berthing ropes. | ☐ Yes | ☐ No |  |
| 29 | 1 x towing bridle. | ☐ Yes | ☐ No |  |
| 30 | 1 x 30m tow rope. | ☐ Yes | ☐ No |  |
| 31 | 1 x snotter fitted to the bow for towing. | ☐ Yes | ☐ No |  |
| 32 | Towing D Eye. | ☐ Yes | ☐ No |  |
| 33 | Comes with a trailer compatible with the proposed boat. | ☐ Yes | ☐ No |  |
| 34 | 2 x Fire extinguisher (1 x Fire extinguisher per engine = 2 per boat) | ☐ Yes | ☐ No |  |
| 35 | 1x Life ring. | ☐ Yes | ☐ No |  |
| 36 | 1 x Line thrower. | ☐ Yes | ☐ No |  |
| 37 | Sea Anchor. | ☐ Yes | ☐ No |  |
| 38 | Lifting Strop with correct and certified shackles. | ☐ Yes | ☐ No |  |
| 39 | Suitable heavy duty Saltwater trailer with guiding arms. | ☐ Yes | ☐ No |  |
| 40 | All equipment installed on the boat is to be the latest line of production and the boat should be manufactured after 2020 . A certificate  indicating the serial number and date of manufacture is to be provided by the vendor in respect of all major equipment.  All items, equipment and machinery are to be provided with warranty for a period of two  years after acceptance of the final boat. During this period the vendor shall rectify defects  due to bad workmanship, faulty construction or defective materials. | ☐ Yes | ☐ No |  |
| 41 | Owner’s manual and relevant water test certificates should be provided . | ☐ Yes | ☐ No |  |
| 42 | Steering : Manual hydraulic system, with back up manual hydraulic pump and facility to lock waterjets  in the amidships position if required. | ☐ Yes | ☐ No |  |
| 43 | Boat should manufacture inline with the international standards  -Overall structural certification in relation to the hull, deck and deckhouse  -Lifting structure and lifting points  -Stability  -Composite material standards  -Stainless steel, aluminium and window glass standards | ☐ Yes | ☐ No |  |
| 44 | A Preventive Maintenance System (PMS) based on calendar and operating hours, designed  for all of the systems will be provided by the vendor. | ☐ Yes | ☐ No |  |
| 45 | Obtaining of all necessary licenses, export licenses and permits within the vendor’s country,  is to be the responsibility of the vendor. | ☐ Yes | ☐ No |  |
| 46 | After sales service & spare parts agent contact details in Seychelles  a. Name of Agent  b. Telephone Number  c. Contact Person | ☐ Yes | ☐ No |  |

**Delivery requirements and Comparative Data Table applicable**

|  |  |  |  |
| --- | --- | --- | --- |
| **UNOPS Requirements** | | **Is bid compliant?** Bidder to complete | **Details**  Bidder to complete |
| **Delivery time** | Bidder shall deliver the goods within 120 calendar days after Contract signature. | ☐ Yes ☐ No | Insert details |
| **Incoterm applicable** | DAP - Mahe, Seychelle | ☐ Yes ☐ No | Insert details |
| **Consignee details** | Seychelles Coast Guard, Mahe, Seychelle | ☐ Yes ☐ No | Insert details |

The offered goods and related services (if applicable) are in accordance with the required specifications 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

ITB reference no: RFQ/2021/25161

Name of Bidder: [insert name of Bidder]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Order placed by (Full address of purchaser)** | **Order no & date** | **Description & quantity of ordered items** | **Value of Order** | **Date of completion of Delivery as per Contract** | **Contact Information of Client** |
|
|  |  |  |  |  | Name:  eMail :  Phone: |
|  |  |  |  |  | Name:  eMail :  Phone: |
|  |  |  |  |  | Name:  eMail :  Phone: |
|  |  |  |  |  | Name:  eMail :  Phone: |

**NOTE: Please list minimum 1 completed contract details in supplying the same products (RHIB) or similar products (Boat) during the last 5 Years. It can be for the UN / Government / Non Government/ Private Sector, etc.**

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

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

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

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

**Form E- 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.

ITB reference no: RFQ/2021/25161

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To: UNOPS

**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 quotation for 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 4.5 of the General Conditions of Contract for the provision of 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]***