

## Section III: Returnable Bidding Forms

**eSourcing reference: RFQ/2022/40626**

**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: 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:

- a. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract;
- b. 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;
- c. 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 I: Instructions to Bidders, please disclose it here];;
- d. 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;
- e. 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;
- f. We embrace the UN Supplier Code of Conduct and adhere to the principles of the UN Global Compact;
- g. 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;
- h. 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.

RFQ reference no: **RFQ/2022/40626**

The bidder can quote PHP or USD and the contract will be made as per the quoted currency and please clearly indicate your quoted currency in the Price Schedule Form. The evaluation will be done based on the UN exchange rate of the bid closing month.

<b>Currency</b>	Insert currency
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Item No	Description	Qty	Unit	Unit price DAP Cotabato City, Philippines	Total price DAP Cotabato City, Philippines
1.	Movable Outdoor LED Wall/Panel with AVR	1	unit	insert	insert
	P3.9 LED display			insert	insert
	Video Processor/Control System			insert	insert
	LED Wall Power Box			insert	insert
	Flight case with cables/spares			insert	insert
	Collapsible steel structure			insert	insert
2.	Delivery of Movable Outdoor LED Wall/Panel to Cotabato City, Philippines	1	lot	insert	insert
3.	Training on the use of Movable Outdoor LED Wall/Panel	1	lot	insert	insert
<b>Total Price</b>					

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.

(A) Full legal name and address of subcontractors

(B) \_\_\_\_\_

(C) \_\_\_\_\_

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/2022/40626**

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 inserted 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

Item No	UNOPS minimum technical requirements	Quantity	Is quotation compliant? Bidder to complete	Details of goods offered. Bidder to complete
<b>1.</b>	<b>Movable Outdoor LED Wall/Panel</b>	<b>1 unit</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Insert details of goods offered, including specifications and brand/model offered if applicable</b>
1.1	Type of LED Wall: P 3.9 Outdoor LED Wall		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.2	Movable (easy to assemble/disassemble)		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.3	Pixel pitch: 3.9 mm		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.4	Maximum luminosity: ≥4500cd/m or ≥4500 nits		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.5	Average duration of the LED display: 100,000 hours to half brightness		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.6	Contrast Ratio: 8500:1		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.7	Frequency: Frame Frequency: ≥60Hz Screen Refresh Frequency: ≥1,920Hz		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.8	Dimension: Height: 1.5 m Width: 2.5 m		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.9	Video processor		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.10	Power distribution		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.11	Flight case with cables /spares		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.12	Supply with Automatic Voltage Regulator, 5,000VA capacity, Input voltage 160-260V/ 50-130V, Output voltage 220V / 110V, Frequency 50/60 Hz		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.13	Collapsible steel structure		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.14	Warranty: 1 year for parts and service		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.15	The goods must be designed in a modular way, i.e. the main elements are removable, replaceable, cleanable and spare parts are available for a minimum period of time		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
1.16	Bidders should submit the catalogue, brochure and detailed technical specification sheet of the offered		<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details

	product.		
1.17	Bidder shall deliver the goods within 60 days after Contract signature.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
2.	<b>Delivery to Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) Compoud, Cotabato City, Maguindanao, Philippines</b>	1 lot	<input type="checkbox"/> Yes <input type="checkbox"/> No Insert details
3.	<b>Training on the use of Movable Outdoor LED Wall/Panel</b>	1 lot	<input type="checkbox"/> Yes <input type="checkbox"/> No Insert details
3.1	Provide training on the use of Movable Outdoor LED Wall/Panel to the end users	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details

### Delivery requirements – Comparative Data Table

UNOPS Requirements		Is quotation compliant? Bidder to complete	Details Bidder to complete
<b>Delivery time</b>	Bidder shall deliver the goods <b>60 days</b> after Contract signature and shall complete the installation <b>7 days</b> upon delivery	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
<b>Delivery place and Incoterms rules</b>	DAP Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) Compoud, Cotabato City, Maguindanao, Philippines (Incoterms 2020)  The supplier will also have the responsibility of the customs clearance process in the Philippines.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
<b>Consignee details</b>	UNDP Philippines. (for shipping documents if applicable).	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
<b>UNOPS Right to vary requirements</b>	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 +/- [insert %, normally it should not exceed 20%] , without any change in the unit prices or other terms and conditions of the RFQ.	<input type="checkbox"/> Yes <input type="checkbox"/> 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:

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

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

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

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

## Form D: Previous Experience Form

RFQ reference no: **RFQ/2022/40626**Name of Bidder: [insert name of Bidder]

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 : \_\_\_\_\_