**ANNEX 2: QUOTATION SUBMISSION FORM**

*Bidders are requested to complete this form, including the Company Profile and Bidder’s Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. 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.*

|  |  |  |
| --- | --- | --- |
| Name of Bidder: | Click or tap here to enter text. | |
| RFQ reference: | **223-2022-UNDP-UKR-RFQ-RPP** | Date: Click or tap to enter a date. |

**Company Profile**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item Description** | | **Detail** | | | |
| Legal name of Bidder or  Lead entity for JVs | | Click or tap here to enter text. | | | |
| Legal Address, City, Country | | Click or tap here to enter text. | | | |
| Website | | Click or tap here to enter text. | | | |
| Year of Registration | | Click or tap here to enter text. | | | |
| Legal structure | | Choose an item. | | | |
| VAT payer status | | Click or tap here to enter text. | | | |
| Contract person name | | Click or tap here to enter text. | | | |
| Contact person email | | Click or tap here to enter text. | | | |
| Contact person phone | | Click or tap here to enter text. | | | |
| Company’s core activities | | Click or tap here to enter text. | | | |
| Profile – describing the nature of business, field of expertise. | | Click or tap here to enter text. | | | |
| Business Licenses – Registration Papers, Extract from the Register of VAT payers or single tax payers, etc. | | EDRPOU, ID tax number.  *Copies of State registration and Extract from the Register of VAT payers or single*  *tax payers should be attached* | | | |
| Are you a UNGM registered vendor? | | Yes  No If yes, insert UNGM Vendor Number | | | |
| Quality Assurance Certification (e.g. ISO 9000 or Equivalent) *(If yes, provide a Copy of the valid Certificate):* | | Yes  No | | | |
| Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? *(If yes, provide a Copy of the valid Certificate):* | | Yes  No | | | |
| Does your Company have a written Statement of its Environmental Policy? *(If yes, provide a Copy)* | | Yes  No | | | |
| Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues *(If yes, provide a Copy)* | | Yes  No | | | |
| Is your company a member of the UN Global Compact | | Yes  No | | | |
| Bank Information | | Bank Name: Click or tap here to enter text.  Bank Address: Click or tap here to enter text.  IBAN: Click or tap here to enter text.  SWIFT/BIC: Click or tap here to enter text.  Account Currency: Click or tap here to enter text.  Bank Account Number: Click or tap here to enter text. | | | |
| References | | At least 2 (two) recommendation letters from previous clients/customers | | | |
| **Previous relevant experience**  (Please note that at least 3 copies/samples of the contracts/purchase orders executed within last 2 years need to be provided) | | | | | |
| **Name of previous contracts** | **Client & Reference Contact Details including e-mail** | | **Contract Value** | **Period of activity** | **Types of activities undertaken** |
|  |  | |  |  |  |
|  |  | |  |  |  |
|  |  | |  |  |  |

**Bidder’s Declaration**

| **Yes** | **No** |  |
| --- | --- | --- |
|  |  | **Requirements and Terms and Conditions:** I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them. |
|  |  | I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period. |
|  |  | **Ethics**: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer. |
|  |  | I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and wehave read the United Nations Supplier Code of Conduct :<https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct> and acknowledge that it provides the minimum standards expected of suppliers to the UN. |
|  |  | **Conflict of interest:** I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation’s Point of Contact. |
|  |  | **Prohibitions, Sanctions:** l/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. |
|  |  | **Bankruptcy**: l/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. |
|  |  | **Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity. |
|  |  | I/We understand and recognize that you are not bound to accept any Quotation you receive, and wecertify that the goods offered in our Quotation are new and unused. |
|  |  | By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf. |

Signature:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

## **ANNEX 3: TECHNICAL AND FINANCIAL OFFER – GOODS**

*Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. 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.*

|  |  |  |
| --- | --- | --- |
| Name of Bidder: | Click or tap here to enter text. | |
| RFQ reference: | **223-2022-UNDP-UKR-RFQ-RPP** | Date: Click or tap to enter a date. |

***Table 1. Conformity to the Specification***

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Technical requirements (Features at least)** | **Conformity**  (Yes/No) | **Offered Brand, Model and Exact**  **characteristics**  *(Technical characteristics should not be less/worse than those listed in the assignment)* |
|  | |  | | --- | | **Medical and technical specification of a set of automatic external defibrillators with metal storage cases** | | **1. General requirements** | | Purpose: for use in adults and children in case of sudden cardiac arrest | | The equipment must be used in public places and institutions by persons who have been trained to use it | | Defibrillation mode is fully automatic | | Voice instructions accompany the entire defibrillation procedure | | Voice prompts in Ukrainian (also in Russian and English) are available | | Status indicator is available | | Speaker with the automatical adjustment of the volume, depending on the default ambient noise level is available | | Storage space for electrode plates is available | | Mode switch adults and children is available | | Language button with the switch between configured languages is desirable | | USB Port is desirable | | Micro USB Port is desirable | | Disposable electrodes 2 sets for adults and 2 sets for children are available | | Shockproof case on 6 sides from a height of 1.5 meters is available | | Metal case for wall storage in public places with lighting, alarm lamp, sound siren at opening, and mounting kit is available | | **2. Techical requirements** | | Degree of protection against ingress of solid harmful substances ІР-55 | | Degree of protection against harmful ingress of water ІР-55 | | Weight (including one battery) 3 ± 0.5 kg | | Disposable battery | | Battery capacity 4200 mA \* hour or higher | | Operating time ≥13 hours  300 (±5) bits 200 J | | Increased shelf life of electrodes and batteries to 5 years is available | | 1. **Data storage** | | Graphs Up to 5 hours of ECG graphs is desirable | | Events Up to 400 events is desirable | | Voice recording Up to 1 hour is desirable | | CPR data Up to 5 hours is desirable | | Self-test reports of 1000 records is desirable | | Special software to integrate defibrillators into a single system and simultaneous centralized monitoring is is desirable | | 1. **Defibrillator** | | Defibrillation curve graph is two-phase truncated exponential (VTE) curve with autocompensation according to the patient's impedance | | Energy range to choose for adults: 120 J – 200 J (or wider range) | | Energy range to choose for children: 50 J – 85 J (or wider range) | | Patient impedance range, not narrower than the specified range from 25 Ohms to 200 Ohms | |  | | Charge time (from opening the lid to completing charging) <8 s to 200 J, <15 s to 360 J | | 1. **Supportive documents** | | User manual in Ukrainian is available | | Declaration of Conformity of products to the requirements of technical regulations for medical devices or Certificate of State registration or Certificate of conformity assessment (a copy) are available | | The original Letter of guarantee of the manufacturer (representative office, branch of the manufacturer, if their respective powers extend to the territory of Ukraine) or a representative, dealer, distributor authorized by the manufacturer, which confirms the possibility of delivery of goods subject to procurement and offered by the bidder, with a warranty period and delivery time specified in the announcement are available | |  |  |

***Table 2. Financial offer for the supply of goods in accordance with the technical specification and requirements***

**Taking into account that the purchase of services will be carried out within the project of international technical assistance, price offers/invoices for payment must be presented without VAT.**

The financial offer for the equipment should be submitted in the form below and might be indicated in UAH or US Dollars:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **INCOTERMS: DDP** | | | | |
| **No.** | **Description/Specification of Goods (please specify model)** | **Quantity of units (pcs)** | **Unit price, without VAT,** *currency* | **Total price, without VAT,** *currency* |
| 1 | Medical and technical specification of a set of automatic external defibrillators with metal storage cases | 14 |  |  |
|  | Add : Cost of Transportation/other (DDP, address as indicated in Specification) | | |  |
|  | Other expenses, *currency* | | |  |
|  | Total amount excl. VAT, *currency* | | |  |

***Table 3. Compliance with Requirements***

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Information pertaining to our Quotation are as follows:** | **You Responses** | | |
| **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Minimum Technical Specifications (including the requirements to all the listed standards) |  |  | Click or tap here to enter text. |
| Delivery Term (INCOTERMS) : DDP |  |  | Click or tap here to enter text. |
| Delivery Lead Time: Delivery of goods must be carried out within 60 (sixty) calendar days from PO/Contact signature date |  |  | Click or tap here to enter text. |
| The warranty period for all goods must be not less than 12 (twelve) months |  |  | Click or tap here to enter text. |
| All goods must have official warranty service in Ukraine |  |  | Click or tap here to enter text. |
| Validity of Quotation (min. 60 days) |  |  | Click or tap here to enter text. |
| Payment terms |  |  | Click or tap here to enter text. |

|  |  |
| --- | --- |
| I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted. | |
| *Exact name and address of company*  Company NameClick or tap here to enter text.  Address: Click or tap here to enter text.  Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised  Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |