**Section III: Returnable Bidding Forms**

**eSourcing reference**: RFQ/2022/42834

**RFQ reference no**: UNOPS-NORPRO-2022-G-005

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 Biding 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:

* 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 [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;
  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[If you have any actual or potential conflict of interest as defined in Article 3 of Section II: Instructions to Bidders, please disclose it here];;
  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]

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/2022/42834

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

**Lot 1 Expansion enclosure for IBM V7000 Gen2 Server**

| **Item No** | **Description** | **Qty**  **(a)** | **Unit price**  **(VAT free)**  **(b)** | **Total price**  **(VAT free)**  ***(a)x(b)*** |
| --- | --- | --- | --- | --- |
| 1. | Expansion enclosure | 1 | Insert unit price | Insert total price |
| **TOTAL for Lot 1:** | | | | Insert total price VAT Free |

**Lot 2 Components for server**

| **Item No** | **Description** | **Qty**  **(a)** | **Unit price**  **(VAT free)**  **(b)** | **Total price**  **(VAT free)**  ***(a)x(b)*** |
| --- | --- | --- | --- | --- |
| 1. | FC Adapter | 1 | Insert unit price | Insert total price |
| 2. | Tape Library | 1 | Insert unit price | Insert total price |
| 3. | HDD For NAS Storage | 2 | Insert unit price | Insert total price |
| **TOTAL for Lot 2:** | | | | Insert total price VAT Free |

Payment terms 30 days accepted: ☐ Yes

**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. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**List of legal entities associated to the Bidder**

Bidder must also identify and disclose any information regarding all legal entity/s associated to it, by providing their full legal name and address:

[Full legal name and address of the associated legal entity]

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In case of no related entities, the Bidder must sign the following statement to that effect:

[***Delete or cross out if not applicable]:***

I, the undersigned, certify that there are no legal entities associated to the [***insert full name of Bidder***]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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/2022/42834

Name of Bidder: [insert name of Bidder]

Bidders are required to complete the **Comparative Data Tables** 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**

**Lot 1 Expansion enclosure for IBM V7000 Gen2 Server**

| **Item No** | **UNOPS minimum technical requirements** | **Quantity** | **Is quotation compliant?**  Bidder to complete | **Details of goods offered.** Bidder to complete  Insert details of goods offered, including specifications and brand/model offered if applicable |
| --- | --- | --- | --- | --- |
| 1. | **Expansion enclosure**  Form Factor: 2U  Expansion Canisters: Min 2  Inter Connectivity Ports: 12 Gb SAS ports for control enclosure and expansion enclosure  attachment  HDD Slots: Min 24 slots for 2.5-inch SAS drives  Included HDD 24 x 1.8TB 10K 2.5 Inch HDD  Power supply: 2 standard power supply  Hot-swap components: Power supplies, HDD drives  Support to connect with following control enclosure: IBM V7000 Gen2  Warranty: 1 year  *Reference model: IBM 2076 Storwize V7000 SFF Expansion Enclosure Model 24F* | 1 | ☐ Yes ☐ No |  |

**Lot 2 Components for server**

| **Item No** | **UNOPS minimum technical requirements** | **Quantity** | **Is quotation compliant?**  Bidder to complete | **Details of goods offered.** Bidder to complete  Insert details of goods offered, including specifications and brand/model offered if applicable |
| --- | --- | --- | --- | --- |
| 1. | **FC Adapter**  Interface (Bus) Type: PCI Express 2.0  Ports: Min 2 x 8Gb Fibre Channel  Data Link Protocol: 8Gb Fibre Channel  Compatible with following server: Dell R310  Included FC Cables: Min qty x 2, 3m, LC  Warranty: 1 year  *Reference model is given for the information purpose only and any brand and model complying with the minimum technical specfiication will be accepted*  *Reference model: Qlogic 2562* | 1 | ☐ Yes ☐ No |  |
| 2. | **Tape Library**  Form Factor: 3U  Drive: LTO8 Fibre Channel  LTO Ultrium cartridge capacity: Min 40  Cartridges for I/O slots: Min 5  Included tape cartridges: Min 10 LTO 8 Tape cartridges  Physical capacity: 12TB native capacity/up to 30TB compressed capacity (LTO8)  Logical libraries: 1  Network interface: Ethernet  Power supply: 1 standard power supply  Hot-swap components: Power supplies, tape drives  Systems management: Storage Management Initiative Specification (SMI-S) enabled  Operating systems supported: Linux and Microsoft Windows open-system servers  Warranty: 3 year  *Reference model is given for the information purpose only and any brand and model complying with the minimum technical specfiication will be accepted*  *Reference model: DELL PowerVault LTO-8* | 1 | ☐ Yes ☐ No |  |
| 3. | **HDD For NAS Storage**  Form Factor: 3.5 in  Interface: SATA  Capacity: Min 10 TB  Rotational Speed: 7200 RPM  Warranty: 1 year  *Reference model is given for the information purpose only and any brand and model complying with the minimum technical specfiication will be accepted*  *Reference model: WD Red Pro NAS Hard Drive 10 TB WD102KFBX* | 1 | ☐ Yes ☐ No |  |

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:

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

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

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

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

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

**Delivery requirements –– Comparative Data Table**

| **UNOPS Requirements** | |  |
| --- | --- | --- |
| **Delivery time** | Bidder shall deliver the goods in **maximum 90 calendar days** after Contract signature | ☐ Yes ☐ No |
| **Delivery place and Incoterms rules** | Net of any direct taxes, customs duties, indirect taxes and VAT.  DAP (Delivered at Place, as per Incoterms 2020):  Transportation and offload of the equipment should be included in the price.  Installation shall be included where needed. | ☐ Yes ☐ No |
| **Consignee details** | Exact addresses will available upon contract signature, but the price should include all costs of delivery, installation and integration where needed in Skopje | ☐ Yes ☐ No |
| **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 +/- 20%, without any change in the unit prices or other terms and conditions of the RFQ. | ☐ Yes ☐ No |
| **Services required** | All requested services included in the offer | ☐ Yes ☐ No |

Bidders shall be allowed to quote prices for one or more lots identified in this tender. However, bidders must offer 100% of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Evaluation will be done per lot.

1. All items must be in the original production packaging with product declaration to ensure safe transport and utilization.
2. Transportation and offload of the equipment on the contracted location must be included in the price.
3. Suppliers should engage and should cover the costs of custom clearance agencies, if needed. Customs clearance is the responsibility of the Contractor. However, UNOPS will provide, upon request, all necessary documentation to demonstrate that the goods subject of this contract are exempted from custom duties and taxes including VAT.
4. Manufacturer's technical literature submitted with the offer must comply with the written specifications of the Bidder. In the event that there are differences between the submitted manufacturers’ literature and written Bidder specification, reasons for that must be explained in the Bidder specifications. Manufacturer's technical literature (brochures, booklets, instructions, etc.) should be submitted. The manufacturers’ technical literature should be marked in an appropriate manner (i.e. model number).
5. Bidder warrants that offered items are new and unused. Bidder shall further warrant that none of the supplies have any defect arising from design, materials or workmanship.
6. Items must be in compliance with the Law on health safety of products for general use in the North Macedonia.

# Form D: Previous Experience Form

RFQ reference no: [insert RFQ reference No.]

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

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

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