

REQUEST FOR QUOTATION (RFQ)

Supply, Delivery and Installation of Grid-Tie Solar System for UNDP Cotabato Field Office

RFQ Reference: RFQ-101-PHL-2022	Date: 05 December 2022
---------------------------------	------------------------

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

Signature: _____

Name: Marie Kristel Aberilla

Title: Procurement Analyst

Date: 05 Dec 2022

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>Dec 19, 2022, 5PM Philippine Time</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> E-mail</p> <p>Bid submission address: bids.ph@undp.org</p> <ul style="list-style-type: none"> ▪ File Format: pdf ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Email subject must be: RFQ-101-PHL-2022: Supply and installation of Solar Grit PV systems in UNDP Cotabato Offices. ▪ and indicate number of emails (i.e. 1 of 3 emails) ▪ Each email must not exceed 25MB
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or</p>

	<p>invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Possible Cancellation of PO/Contract if the delivery/completion is delayed by 15 days</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p> <p>Bidders must meet the following qualifications:</p> <ul style="list-style-type: none"> a) Must have at least 3 years' experience in the supply, delivery and installation of solar systems, solar panels or related goods/services b) Must have satisfactorily completed at least 3 contracts with similar nature and value, within the last 3-5 years c) Bidder must have at least one service center for technical support within Region 12 or within Maguindanao. The bidder is requested to provide a list and details of each of the local technical service providers.

Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 <input checked="" type="checkbox"/> Company Profile <input checked="" type="checkbox"/> Business Registration <input checked="" type="checkbox"/> Manufacturer's authorization to supply the goods offered and to provide technical support services within the country (if bidder is not the manufacturer) <input checked="" type="checkbox"/> Tax Payment Clearance/Certification <input checked="" type="checkbox"/> CV of team leader to be assigned to this project (Leader should be a licensed Electrical Engineer with at least Ten (10) years' experience in solar panel installation) <input checked="" type="checkbox"/> CV of 2 Solar technicians to be assigned to this project (with minimum three (3) years of experience in solar panel installation, preferably with the knowledge on the language and culture of the area. <input checked="" type="checkbox"/> CV of at least 2 qualified PV engineers who have participated in PV trainings <input checked="" type="checkbox"/> Portfolio of all past Solar PV projects completed in the last five years based on the table in Annex B (optional to attach actual pictures; max of 2 photos per project)
Currency of Quotation	Quotations shall be quoted in PHP for local firms or USD for international firms
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> be exclusive of VAT and other applicable direct taxes

Language of quotation	English Including documentation such as catalogues, instructions and operating manuals.
Quotation validity period	Quotations shall remain valid for 120 days from the deadline for the Submission of Quotation.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> Other Refer to ToR
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection <input checked="" type="checkbox"/> Passing all Testing <input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements
Contact Person for correspondence, notifications and clarifications	E-mail address: procurement.ph@undp.org Subject of email: RFQ-101-PHL-2022: Supply and installation of Solar Grit PV systems in UNDP Cotabato Offices. Attention: Quotations shall NOT be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Clarifications	Requests for clarification from bidders will not be accepted any later than 4 days before the submission deadline.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest priced substantially compliant offer.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Comprehensiveness of after-sales services
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Type of Contract to be awarded	<input checked="" type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) (this template is also utilised for Long-Term Agreement) and if an LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.)
Expected date for contract award.	27 December 2022
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.

Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: SCHEDULE OF REQUIREMENTS

TERMS OF REFERENCE

Project Title	Supply, Delivery and Installation of Grid-Tie Solar System for UNDP Cotabato Field Office
Contract Duration	2 months

A. BACKGROUND

The Philippines is one of the country's most vulnerable to the effects of climate change, and the UNDP has been at the forefront of assisting the country's mitigation and adaptation efforts.

The Philippines has increased its 2030 greenhouse gas emission target to 75% by 2030 following its commitment under the Paris Agreement on Climate Change.

The UNDP CO also wants to lead greening efforts by setting an example and demonstrating tangible results, as well as acting as a catalyst among UN agencies and partners from the government, private sector, and other stakeholders.

In line with the commitment of the organization to reduce its operations carbon footprint by 50% by 2030, UNDP Philippines is one with the commitment to fight climate change through adaptation of green and sustainable ways that would contribute to reduction of greenhouse gas emissions.

The UNDP Country Office (CO) in the Philippines has approximately 90 staff in the Manila office and 20 staff in the Cotabato sub-office bringing a total of 110 staff in total which is 80% higher compared to other UN Agencies in the country. For its facilities, it uses 11 units of vehicles for both offices and 3 units of conference audio visual set for in-person activities. The CO has adapted to the changes brought about by the pandemic by accommodating digital means of activity delivery. This was made possible through the establishment of online platform mechanisms while being remotely controlled.

With all these in mind, it is not surprising for the UNDP Philippines to have one of the highest consumptions of electricity and other resources. In 2021, the UNDP Country Office in Manila used approximately 126,192.28 kWh of electricity, which equates to 89.4 metric tons of CO₂. Not to mention that during this period, most of the CO

staff were still observing work-from-home arrangements due to the COVID situation in the country. This also means that the CO is expected to further increase its electric consumption once all staffs are back in the office daily.

Under the Moonshot fund, UNDP shall conduct a competitive public bidding for the for the supply, delivery and installation of Grid-Tie Solar PV System for the Cotabato Field Office to help reduce greenhouse gas carbon emission at the same time expected to reduce the electricity bill to 50%-70% savings. Moreover, Grid-Tie Solar PV Systems do not use batteries, thus, more environment-friendly and cost efficient.

B. OBJECTIVES

The Project will use Grid-Tie Solar PV system to power all electrical loads required for the day-light operation of UNDP Cotabato Office. To achieve this, UNDP will be engaging the services of a Supplier (firm) directly involved in the supply, delivery, and installation of Grid-Tie PV System to the UNDP Cotabato Office. The engagement shall be treated as one (1) lot and the firm should be able to deliver the following key services:

- Supply and deliver within the Grid-Tie Solar PV System to power the loads required for the daylight operation of the UNDP Cotabato Office.
- Accomplish the installation of Grid-Tie Solar PV systems and ensure that all components are tested and fully functional prior to handover to UNDP Cotabato Office.
- Do an orientation/training (capacity building) for the field office staff on the use, troubleshooting, care and maintenance of the Grid-Tie Solar PV System; and,
- Evidently outline at the onset the warranty coverage and process for claims, and ensure the availability of goods, parts and service technicians (if needed) to promptly respond to valid claims.

The selected Supplier shall work directly with UNDP Cotabato Office but will closely coordinate with the UNDP's Solar PV Technical Expert Consultant and coordinate closely with the Operations Manager as well. The deliverables of the Supplier shall be clearly defined under the terms and conditions of the contract to be issued. Any needed change(s) during the course of project implementation, as circumstances would warrant, shall be discussed and agreed by all parties concerned and documented in a contract amendment. Implementation monitoring, quality assurance and issuance of certification for work completion shall be handled by the UNDP Solar PV Technical Expert Consultant who shall be accountable to the UNDP Cotabato Office.

C. SCOPE OF WORK AND GENERAL TERMS AND CONDITIONS

Scope of Supplier's duties and responsibilities, as well as the general terms and conditions for this engagement, are listed in the succeeding pages.

1. Supply of Grid-Tie Solar PV System

Component 1: Solar PV Panel	
Description and minimum/mandatory specifications	Statement of Compliance
<ul style="list-style-type: none"> - <u>144 CELL 460 watts Photovoltaic Modules per package</u> - Electrical Data at STC <ul style="list-style-type: none"> • Maximum Power (PMax) at STC: <u>460W</u> • Maximum Power Voltage (Vmpp): <u>41.9V</u> • Maximum Power Current (Impp): <u>10.98A</u> • Open Circuit Voltage (VoC): <u>49.7V</u> • Short Circuit Current (Isc): <u>11.72A</u> • Panel Efficiency: <u>21.2%</u> • Power Tolerance: <u>0~+1%</u> • Module Weight: <u>29KG</u> • Maximum load (Snow/Wind): <u>1m/s</u> - Thermal Rating <ul style="list-style-type: none"> • Operating Temperature Range: <u>-40~85 °C</u> • Temperature Coefficient of Pmax: <u>-0.39 %/°C</u> • Temperature Coefficient of Voc: <u>-0.32 %/°C</u> • Temperature Coefficient of Isc: <u>0.05 %/°C</u> <p>Warrantees: <u>1 year (see page 11-12 for details)</u></p>	<p>Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each specification stating the corresponding performance parameter of the equipment offered.</p> <p>Statements of "Comply" or "Not Comply" must be supported by evidence during bid submission and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature,</p> <p>Unconditional statements of specification and compliance issued by the manufacturer, samples, and independent test data, among others, as appropriate.</p> <p>A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the bid under evaluation liable for rejection.</p> <p>A statement either in the bidders statement of compliance or the supporting evidence that is found to be false either during bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent that would subject the bidder/Supplier to liabilities as warranted by local laws.</p>

Component No. 2 Inverter Unit	
Description and minimum/mandatory specifications	Statement of Compliance
<ul style="list-style-type: none"> • Max DC Input Power: 13kW. • Max DC Input Voltage: 550Vdc • MPPT Voltage Range: 70-500Vdc • Max DC Input Current: 2x25Adc • Max short circuit Input Current: 2x39Adc • Rated AC Grid Voltage: L/N/PE230V • Rated AC Grid Frequency: 50/60Hz • Rated AC Grid Power: 10kW • Max Active Power: 11kW • Max Apparent Output Power: 11kVA • Max AC Output Current: 74.8Aac • Power Factor: -08~+0.8 • Operating Temperature Range: -25~+65°C • Ingress Protection: IP65 • Protection Level: Class I • Standard: IEC/EN 62109-1; IEC/EN 62109-2 	<p>Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each specification stating the corresponding performance parameter of the equipment offered.</p> <p>Statements of "Comply" or "Not Comply" must be supported by evidence during bid submission and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature,</p> <p>Unconditional statements of specification and compliance issued by the manufacturer, samples, and independent test data, among others, as appropriate.</p> <p>A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the bid under evaluation liable for rejection.</p>

	A statement either in the bidder's statement of compliance or the supporting evidence that is found to be false either during bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent that would subject the bidder/Supplier to liabilities as warranted by local laws.
--	---

Component No. 3 Cables and Peripherals	
Description and minimum/mandatory specifications	Statement of Compliance
1 Lot: PV Rails, End-clamp, Mid-clamp, L-foot, DC SPD 2 pole, 16a DC MCB, AC SPD 2 pole, 60a AC MCB, 18 ways Distribution Box, 4mm PV Twin core Wire, Grounding Washer, Cable Clip, Grounding Lugs, 4mm MC4, Splicer, Cable Tray, and Grounding Rod	<p>Bidders must state here complete parameters of each specification stating the corresponding performance parameter of the equipment offered.</p> <p>Unconditional statements of specification and compliance issued by the manufacturer, samples, and independent test data, among others, as appropriate.</p> <p>A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the bid under evaluation liable for rejection.</p> <p>A statement either in the bidder's statement of compliance or the supporting evidence that is found to be false either during bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent that would subject the bidder/Supplier to liabilities as warranted by local laws.</p>

Component No. Trusses	
Description and minimum/mandatory specifications	Statement of Compliance
1 Lot: Truss detail, truss framing plan, solar panel connection-roof plan, solar panel connection-girth and truss, etc.	<p>Bidders must present here complete parameters of each specification stating the corresponding performance parameter of the construction offered.</p> <p>Unconditional statements of specification and compliance issued by the manufacturer, samples, and independent test data, among others, as appropriate.</p> <p>A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the bid under evaluation liable for rejection.</p> <p>A statement either in the bidder's statement of compliance or the supporting evidence that is found to be false either during bid evaluation,</p>

	post-qualification or the execution of the Contract may be regarded as fraudulent that would subject the bidder/Supplier to liabilities as warranted by local laws.
<ul style="list-style-type: none"> • The Project shall be subject to geo-tagging • Inverter shall be sealed only after UNDP Solar PV System Technical Expert Consultant conducted an inspection • Matrix of Compliance of Technical Specifications shall be submitted together with the legal requirements during bid submission 	

Training Component

Description and minimum/mandatory specifications

The awarded supplier will provide 4 trainings, including training material and on-site training session for the field office, before installation of the Grid-Tie solar PV systems.

The duration of each training will be of a minimum of 4 hours, delivered face to face at the UNDP Cotabato City Office.

- A training checklist will be signed by the participants after the training is conducted.
- Training Manuals in Hardcopies and softcopies shall be provided to UNDP Cotabato City Office.
- Supplier shall produce Orientation Handbook and provide a copy to UNDP Cotabato City Office.
- Training content shall include the following.

Solar Power System Trainings (4)

- a) Basic operations of the Grid-Tie solar energy system equipment
- b) Load management
- c) Basic maintenance of the Grid-Tie solar energy system equipment.
- d) Basic troubleshooting of the Grid-Tie solar system equipment

Orientation on the warranty and reporting procedure

Installation requirements:

The installation of the equipment will commence upon delivery of the goods.

The bidders are requested to provide a preliminary installation plan complying with the requested implementation timelines.

- Installation set-up:

All necessary cables, adaptors and connections must be provided by the supplier in order to complete a functional installation of the solution supplied to UNDP Cotabato City Office.

The mounting structure with solar modules must be placed on the roof of the UNDP Cotabato City Office with maximum solar exposure, free from shading, accessible for maintenance and repair, within an area not to exceed

the total cable length from the solar array to the charge controller. The cables shall be fastened with cable ties, clamps, staple wires, etc.

Solar kit enclosure

A metal enclosure with handle where the charge controller, inverter, battery, load was placed. The AC/DC switch, battery level indicator, solar charging indicator, AC/DC voltage indicator, USB charging slot, battery breaker, and solar input are integrated on the enclosure shall be installed inside the house/building in a location where they can be securely mounted and does not obstruct the path of office operation.

Warranty and Technical Support Services Component

Warranty coverage and after sale technical support services are required for the Grid-Tie Solar Power System for a period 1 year.

The Grid-Tie Solar Power System is subject to functional warranty to ensure that it will be in good running condition, providing electricity.

The facilities and all parts thereof attain the guarantees specified under technical specification.

The warranty for all items and components will commence after the items have been delivered installed and accepted by the UNDP Cotabato City Office.

The warranty shall be provided by the manufacturer. In case that the manufacturers' warranty for any item is inferior to 1 year, the remaining period shall be covered by the supplier.

The supplier will be requested to provide all necessary licenses and certificates that confirm that end user will receive 1 year of support service from the manufacturers or from the supplier.

Technical Support Service Requirements:

1. UNDP Solar PV System Technical Expert Consultant will provide feed backing system to be used as a tool of the suppliers and UNDP Cotabato City Office to report/monitor deployment and process technical support reported.
 - The supplier will be requested to provide the Company profiles and Technical Support contact details to be uploaded in the system. Two (2) different mobile numbers from the maintain telephone companies to be provided and to be operational at least 8 hours/day and 5 days/week (business hours and days), including email address.
2. The supplier shall act on all reported issues by deploying support technicians for troubleshooting, and repair purposes or telephone assistance, as necessary.
3. Requested resolution times:
 - Three-day (3) guarantee to repair the system or unit/s upon receipt of the request.
 - In case unit/s cannot be repaired within the three (3) day guarantee period, the unit/s must be replaced within a maximum of five (5) calendar days. Replacement must be installed prior to the pull out of the defective or unrepairable unit/s.
4. No pull-out of any equipment for repair/replacement shall be made without written authorization from the supplier duly approved by the UNDP Cotabato City Office Personnel.

5. Supplier shall submit weekly summary reports of received, resolved, pending and closed issues to the end-user.

All Service Level Agreement (SLA) covering all the requirements above will be signed with the awarded supplier

2. Delivery and Documentation Required

The Grid-Tie Solar PV System kits listed in the preceding section, including ancillary components (if any), shall be delivered to the UNDP Cotabato City Office for inspection and storage prior to installation.

The Supplier shall inform the UNDP Solar PV System Technical Expert Consultant and UNDP Cotabato City Office at least a week prior to start of the targeted delivery schedule to ensure proper coordination. Upon delivery of the goods to the UNDP Cotabato City Office, the Supplier shall present the following documents to designated representative(s) of the UNDP Cotabato City Office:

- Original and copies of the Supplier's invoice showing the goods' description, quantity, unit price and grand total
- Original Supplier's factory inspection report on goods due for delivery
- Original and copies of manufacturer's and/or Suppliers warranty certificate
- Transportation/delivery receipt or waybill detailing exact number and description of items received signed by the authorized receiving personnel
- Certificate of Acceptance/Inspection Report signed by the UNDP Solar PV System Technical Expert Consultant
- Copies of the Invoice Receipt for Property signed by the UNDP Cotabato City Office representative

During delivery and installation, risk and responsibility transferred from the Supplier to the UNDP Cotabato City Office shall only be limited to physical security of goods (i.e., against theft or losses) and physical damage during safekeeping due to unauthorized handling and exposure to natural elements. Ensuring that these goods are in working condition and operate as rated shall remain with the Supplier until all Grid-Tie Solar PV Systems are installed and tested, and the Certificate of Completion of Work is issued by the UNDP Solar PV Technical Expert Consultant.

3. Incidental Services

The Supplier is required to provide all of the following services, including additional ones as may be identified during the pre-bid conference:

- Performance and supervision of on-site assembly and commissioning of the Grid-Tie Solar PV systems materials
- Furnishing of tools required for the assembly, testing and maintenance of the supplied goods
- Furnishing of detailed operations, basic troubleshooting, and maintenance manual for each of the Grid-Tie Solar PV System or the critical parts thereof
- Performance, supervision, maintenance and/or repair of the Grid-Tie Solar PV system, for a period agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations
- Orientation/training on-site on assembly, start-up, operation, troubleshooting, care and maintenance of the supplied goods to the UNDP Cotabato City Office staffs.

The bid proposal should be able to indicate the unit cost of Grid-Tie Solar PV system, cost for delivery and installation, and the amount to be charged by the Supplier for the indicated incidental services which should not exceed prevailing rates charged to other parties by the Supplier for similar services.

4. Spare Parts

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- Such spare parts that are usually or likely to be damaged, even with normal and properly maintained use, within a three (3)-year period after installation.
- Such spare parts as the UNDP Cotabato City Office may elect to purchase from the Supplier as back-up supply or as may be needed later, provided that this election shall not relieve the Supplier of any warranty obligations under this engagement; and,
- In the event of termination of production of the spare parts or impending phasing out of said items in the market within a three (3)-year period:
 - (a) advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the UNDP Cotabato City Office to procure needed requirements; and,
 - (b) following such termination, furnishing at no cost to the UNDP Cotabato City Office, the blueprints, drawings and specifications of the spare parts, if requested.

The spare parts likely to be needed and the cost thereof should be indicated in the bid documents and shall form part of the basis for selecting the most responsive and most economical bid. The submission of bid proposal constitutes a guarantee from the Supplier that there are sufficient inventories to assure ex stock supply of consumable spares for the Grid-Tie Solar PV system for a period of three times of the warranty period (i.e., three years). Other spare parts and components shall be supplied as promptly as possible, but in any case, within reasonable time.

5. Packaging

The Supplier shall provide such packaging of all Grid-Tie Solar PV system, especially the moving and fragile parts, as needed to prevent their damage or deterioration during transit to UNDP Cotabato City Office. The packaging shall be sufficient to withstand, without limitation, rough handling and stacking during transit, exposure to extreme temperatures during transport and temporary storage, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities or equipment at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided by the UNDP Solar PV Technical Expert Consultant, including additional requirements, if any, specified below, and in any subsequent instructions ordered by UNDP. The outer packaging must be clearly marked on at least four (4) sides as follows:

- Name of the Procuring Entity i.e. UNDP Cotabato City Office
- Name of the Supplier
- Package Description
- Final Destination Gross weight
- Any special lifting instructions

- Any special handling instructions
- Any relevant hazardous chemical classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.

6. Insurance

The Grid-Tie Solar PV system to be supplied under this engagement shall be fully insured by the Supplier against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery. The Goods remain at the risk and title of the Supplier until their final acceptance by the Procuring Entity.

7. Transportation

All related transportation arrangements and costs, taking into consideration the total number of loading and unloading required to complete deliveries from the Supplier's warehouse to UNDP Cotabato City Office, shall be arranged and paid for by the Supplier, and the cost thereof shall be computed and included in the bid proposal.

The Supplier shall notify the UNDP Solar PV System Technical Expert Consultant and UNDP Cotabato City Office of the delivery schedule, including delays and its cause(s). UNDP Cotabato City Office accepts no liability for the damage of goods during transit or from additional costs incurred arising from delays in shipment and on-site delivery.

D. DELIVERABLES AND SCHEDULES/EXPECTED OUTPUTS

Deliverables/ Outputs*	Estimated Duration to Complete	Target Due Dates	Review and Approvals Required
Inception meeting with UNDP Cotabato Office	1 day	December 22, 2022	UNDP Solar Panel Expert Consultant
Supply, Delivery, Installation, and users training of the Grid-Tie Solar PV System	4 weeks	December 31 – January 30, 2022	Head of Cotabato field Office, UNDP Cotabato ICT Analyst Operations Manager

*Please see details in the specifications

E. GOVERNANCE AND ACCOUNTABILITY

Under the overall guidance of UNDP Cotabato Head of Cotabato Field Office and direct supervision of UNDP designated Solar Panel Expert, the supplier shall deliver all the items provided in the contract.

F. EXPECTED DURATION OF THE CONTRACT/ASSIGNMENT

The contract shall be valid for 2 months from the signing of the contract.

G. DUTY STATION

The supplier is not required to report to UNDP Cotabato City Office but should assign a focal person in Cotabato City to coordinate with UNDP designated solar panel expert. The supplier or his representative is also required to attend meetings which shall be called from time to time in relation to the agreements in the contract.

F. TIMEFRAME

The procurement, supply, installation, commissioning, and handover of SPS kits to beneficiaries at the project sites are expected to take about three (3) months. Below is the indicative timeline for this project:

Activity	November				December				Jan 2023
	W 1	W 2	W 3	W 4	W 1	W 2	W 3	W 4	W1-W4
Procurement and Selection of Supplier									
TOR finalization and approval									
Invitation to apply for eligibility and to bid									
Conduct of pre-bid conference with prospective suppliers									
Preparation and submission of bid proposal									
Opening of bids, bid evaluation and clarifications									
Award of contract and issuance of Notice to Proceed									
Project Implementation									
Inception meeting with UNDP Cotabato Office									
Start of shipment and installation of Grid-Tie PV system									
Start of user orientation/training and installation									
Commissioning and monitoring (repair/replace if needed)									
Issuance of Certificate of Completion of Work									

G. QUALIFICATIONS OF BIDDER/SUPPLIER AND ITS KEY PERSONNEL

Bidders must meet the following qualifications:

- 1) Must have at least 3 years' experience in the supply, delivery and installation of grid-tie solar systems, solar panels, or similar goods and services
- 2) Must have satisfactorily completed at least 3 contracts with similar nature and value, within the last 3-5 years

- 3) Bidder must have at least one service center for technical support within Region 12 or within Maguindanao. The bidder is requested to provide a list and details of each of the local technical service providers.

The Local Service Provider's personnel should have the following qualifications.

- Must have at least 2 qualified PV engineers who have participated in PV trainings.
- The supplier's Team Leader should be a licensed Electrical Engineer with at least Ten (10) years' experience in solar panel installation.
- Must have at least 2 PV technicians with minimum three (3) years of experience in solar panel installation, preferably with the knowledge on the language and culture of the area.

4) SCHEDULE OF PAYMENT

The selected Supplier shall be remunerated based on the following payment schedule:

Payment Schedule	Percentage of Contract Amount	Payment Conditions
1 st payment	60%	Upon delivery of all Solar PV materials to UNDP Cotabato City Office as inspected and accepted by the UNDP Solar PV Technical Consultant
2 nd payment and final payment	40%	Upon commissioning of Grid Tie Solar PV System (i.e., all operational) as inspected and endorsed by the Solar PV Technical Consultant and final issuance of <i>Certificate of Completion of Work</i> by UNDP Solar expert and Cotabato Programme Manager

ANNEX A: BILL OF MATERIALS

	ITEM/DESCRIPTIONS	QTY	UNITS
I	GENERAL REQUIREMENTS		
1	Mobilization	1.00	lot
2	Demobilization	1.00	lot
3	Temfacil/ Accomodation/ Safety	1.00	lot
4	PPE	1.00	lot
	Sub -Total		
II	Structural		
	<i>Panel FRAMING</i>	1.00	lot
1	4"Ø GI PIPE Sched 40	4.00	lngth
2	2"Ø GI PIPE Sched 40	10.00	lngth
3	1-1/2"Ø GI PIPE Sched 40	9.00	lngth
4	1"-1/2"X 1-1/2" X 6m x 5mm thck angle bar	12.00	lngth
5	1"X 1" X 6m x 5mm thck angle bar	21.00	lngth
6	2"x3" x 6m x 1.7 mm thck rec. tube	22.00	lngth
7	300mm x 300mm x 12mm thk base plate	4.00	pcs
8	16mmØ expansion bolt	16.00	sets
	Sub -Total		
III	Painting		
1	Epoxy Enamel	3.00	gal
2	Acrylic Thinner	1.00	gal
3	Paint Brush	1.00	ls
4	Paint Roller with tray	1.00	set
	Sub -Total		

IV	Installation		
1	Inverter	2.00	Set
2	Panel board(AC/DC)	2.00	Set
3	Solar Panel Mono 460 W	44.00	sets
4	Solar System Wiring	1.00	lot
5	End Clamp, 40mm	40.00	pcs
6	Mid Clamp, 40mm	80.00	pcs
7	MC4 connector socket 6mm	10.00	pairs
8	Cable Tie 3mmx300mm	8.00	pack
	Sub -Total		
V	Consumables		
1	Welding Rod(6018,6011)	60.00	kg
2	Cutting disc	50.00	pcs
3	Grinding Disc	5.00	pcs
4	Cap brush/Plap disc	5.00	pcs
5	Sealant	40.00	tube
6	Sealant Gun	1.00	pcs
	Sub -Total		
	TOTAL AMOUNT		
VI	OCM	%	
VII	PROFIT	%	
	GRAND TOTAL AMOUNT		

Delivery Requirements

Delivery Requirements	
Delivery date and time	Refer to Terms of Reference (ToR)
Delivery Terms (INCOTERMS 2020)	<p>DPU- Delivery at Place Unloaded</p> <p>This Incoterm requires that the seller delivers the goods, unloaded, at the named place. The Seller covers all the costs of transport (<u>insurance, export fees, carriage, unloading from main carrier at destination port and destination port charges</u>) and assumes all risk until arrival at the destination place. Contractor also responsible for inland trucking and personnel and equipment for unloading at the final delivery location.</p>
Customs clearance (must be linked to INCOTERM)	<p>Shall be done by UNDP (where applicable). If the items are imported, the supplier/bidder should facilitate all importation processes required. UNDP will only provide approval from the Department of Foreign Affairs (DFA) for duty free entry of goods and endorse the same to the Department of Finance (DOF). The Trace number will then be shared with the supplier's broker for follow-up with Department of Finance's approval. Once DOF approves, supplier's broker shall pull out the imported items. UNDP will provide the supplier's broker with a Certificate of Guarantee and Authorization letter addressed to Bureau of Customs (BOC) prior to broker's pull out of goods and delivery and unloading at the final destination</p> <p>Vendor will forward to UNDP one set of digital copies in advance (7 days prior to shipment):</p> <ul style="list-style-type: none"> a) Commercial invoice b) Packing list c) Airway Bill (signed draft AWB 3-5 days prior to shipment, and confirmed AWB to be submitted on the day of shipment) or Waybill (if sea) <p>Bidder is also responsible for engaging the services of a broker to facilitate National Telecommunications Commission (NTC) and Optical Media Board (OMB) Clearances. (if applicable)</p>
Exact Address(es) of Delivery Location(s)	Refer to ToR
Distribution of shipping documents (if using freight forwarder)	<p>c/o Contractor</p> <p>Required supporting documents:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copy of Airway Bill/ Bill of Lading <input type="checkbox"/> Copy of official Packing List <input type="checkbox"/> Copy of Commercial Invoice <input type="checkbox"/> Details of nominated broker that will process release of the items at BOC <p>✓ Consignee should be United Nations Development Programme</p>

	<p>✓ Address: 15th Floor North Tower, Rockwell Business Center Sheridan, Sheridan Street corner United Street, Highway Hills, Mandaluyong City 1550, Philippines</p> <p>✓ All requirements must have signature and date</p> <p>✓ Invoice date must be earlier than AWB date</p> <p>✓ Please send required documents 7working days before shipping the items to avoid shipment abandonment that will entail another process, documentations, approval and penalties.</p>
Packing Requirements	Supplier/bidder
Additional requirements	Warranty Certificates per product as specified in Terms of Reference
Training on Operations and Maintenance	Required per TOR
Warranty Period	As per ToR
After-sales service and local service support requirements	As per ToR
Preferred Mode of Transport	Land and Sea

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:	Click or tap here to enter text.	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.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> 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):	<input type="checkbox"/> Yes <input type="checkbox"/> 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):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> 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	<input type="checkbox"/> Yes <input type="checkbox"/> No

institutions promoting such issues (If yes, provide a Copy)				
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> 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.			
Previous relevant experience: 3 contracts				
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	
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	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.
<input type="checkbox"/>	<input type="checkbox"/>	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 we have 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.
<input type="checkbox"/>	<input type="checkbox"/>	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.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/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.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/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.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	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 – Supply, Delivery and Installation of Grid-Tie Solar System for UNDP Cotabato Field Office.

Bidders are requested to complete this form, sign it and return it as part of their bid 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:	Click or tap here to enter text.	Date: Click or tap to enter a date.

TECHNICAL/COMPLIANCE SHEET

Item #	DESCRIPTION/SPECIFICATIONS	Qty	Unit	Compliance Sheet (pls indicate 'will comply' or 'cant comply' and indicate any deviations)	Provide brand, model, specification
1	SOLAR PANELS/SOLAR PV MODULES - 144 CELL 460 watts Photovoltaic Modules per package - Electrical Data at STC <ul style="list-style-type: none"> • Maximum Power (PMax) at STC: 460W • Maximum Power Voltage (Vmpp): 41.9V • Maximum Power Current (Imp): 10.98A • Open Circuit Voltage (VoC): 49.7V • Short Circuit Current (Isc): 11.72A • Panel Efficiency: 21.2% • Power Tolerance: 0~+1% • Module Weight: 29KG • Maximum load (Snow/Wind): 1m/s - Thermal Rating <ul style="list-style-type: none"> • Operating Temperature Range: -40~85 °C • Temperature Coefficient of Pmax: -0.39 %/°C • Temperature Coefficient of Voc: -0.32 %/°C • Temperature Coefficient of Isc: 0.05 %/°C Warrantees: 1 year (see page 6-7 for details)	44	pcs		

2	INVERTER UNIT- <ul style="list-style-type: none"> • Max DC Input Power: 13kW. • Max DC Input Voltage: 550Vdc • MPPT Voltage Range: 70-500Vdc • Max DC Input Current: 2x25Adc • Max short circuit Input Current: 2x39Adc • Rated AC Grid Voltage: L/N/PE230V • Rated AC Grid Frequency: 50/60Hz • Rated AC Grid Power: 10kW • Max Active Power: 11kW • Max Apparent Output Power: 11kVA • Max AC Output Current: 74.8Aac • Power Factor: -0.8~+0.8 • Operating Temperature Range: -25~+65°C • Ingress Protection: IP65 • Protection Level: Class I • Standard: IEC/EN 62109-1; IEC/EN 62109-2 	2	pcs		
3	CABLES AND PERIPHERALS- PV Rails, End-clamp, Mid-clamp, L-foot, DC SPD 2 pole, 16a DC MCB, AC SPD 2 pole, 60a AC MCB, 18 ways Distribution Box, 4mm PV Twin core Wire, Grounding Washer, Cable Clip, Grounding Lugs, 4mm MC4, Splicer, Cable Tray, and Grounding Rod	1	lot		
4	TRUSSES: Truss detail, truss framing plan, solar panel connection-roof plan, solar panel connection-girth and truss, etc.	1	lot		
5	LOGISTICS AND FREIGHT (from source to final destination)	1	lot		

6	Labor and Management Cost	1	lot		
---	----------------------------------	---	-----	--	--

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS) DPU	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty requirements per Annex A Bill of Materials and After-Sales Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation 120 days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Training Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other Delivery requirements <i>specified</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin: (if export licence required this must be submitted if awarded the contract)	Click or tap here to enter text.

FINANCIAL OFFER

Currency of the Quotation: Click or tap here to enter text. INCOTERMS: Click or tap here to enter text.
--

	DESCRIPTION / SPECIFICATION	Unit	Qty	Unit Cost (VAT-Exempt)	Total Cost (VAT-exempt)
--	-----------------------------	------	-----	------------------------	-------------------------

1	Solar PV Panel	44	Pc		
2	Inverter Unit	02	Pc		
3	Cables and Peripherals	1	Lot		
4	Trusses	1	Lot		
5	Labor and Management Cost	1	Lot		
Total Price (VAT-EXCLUSIVE)					
Transportation Price					
Insurance Price					
Other Charges (specify)					
Total Final and All-inclusive Price (VAT-EXCLUSIVE)					

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.

<p><i>Exact name and address of company</i></p> <p>Company Name <small>Click or tap here to enter text.</small></p> <p>Address: <small>Click or tap here to enter text.</small></p> <p><small>Click or tap here to enter text.</small></p> <p>Phone No.: <small>Click or tap here to enter text.</small></p> <p>Email Address: <small>Click or tap here to enter text.</small></p>	<p>Authorized Signature: _____</p> <p>_____</p> <p>Date: <small>Click or tap here to enter text.</small></p> <p>Name: <small>Click or tap here to enter text.</small></p> <p>Functional Title of Authorised Signatory: <small>Click or tap here to enter text.</small></p> <p>Email Address: <small>Click or tap here to enter text.</small></p>
--	--