

# **Request for Quotation (RFQ) for provision of goods**

## **Provision of Medical Equipment for Blood Transfusion Stations for Ukraine**

RFQ Ref No: **UNOPS-Ukraine-UPTF-2023-G-003**

Version: v2017.2

Amendment 1

Amendment 2

## Invitation letter

Dear Sir/Madam,

**Subject: Request for Quotations for Provision of Medical Equipment for Blood Transfusion Stations for Ukraine**

**RFQ Case No.: UNOPS-Ukraine-UPTF-2023-G-003**

The United Nations Office for Project Services (hereinafter referred to as UNOPS) is pleased to invite prospective bidders to submit a quotation for the provision of goods in accordance with the UNOPS General Conditions of Contract and the Schedule of Requirements as set out in this Request for Quotation (RFQ).

The RFQ consists of the following:

- This RFQ Invitation Letter
- Section I: RFQ Particulars
- Section II: Instructions to Bidders
- Section III: Schedule of Requirements
- Section IV: Returnable Bidding Forms
  - Form A: Quotation submission form
  - Form B: Price Schedule Form
  - Form C: Technical Bid Form **Amendment 2**
  - Form D: Delivery details Form
  - Form E: Previous Experience Form
  - Form F: Affidavit of compliance with technical requirements

If you are interested in submitting a quotation in response to this RFQ, please prepare your quotation in accordance with the requirements and process as set out in this RFQ and submit it to UNOPS by the deadline for quotation submission set out in Section I: RFQ Particulars.

**Please immediately confirm by return email acceptance of this RFQ and your intention to submit a quotation.**

We look forward to receiving your quotation.

## Section I: RFQ Particulars

Scope of Quotation	<p>This RFQ refers to the provision of medical equipment for Blood Transfusion Stations for Ukraine as further described in Section III: Schedule of Requirements.</p> <p>Based on the results of this competitive bidding exercise, UNOPS intends to award a Purchase Order (Contract) with the successful Bidder(s) for the supply of quantities defined of the equipment specified in this RFQ in support of UNOPS' operations.</p>
Contact person for correspondence, notifications, and requests for clarifications	<p>All correspondence, notifications, and requests for clarifications in relation to this RFQ shall be sent to:</p> <p style="text-align: center;">UNOPS/UACO Ukraine Procurement Task Force Contact person: German Adin Cortez e-mail: <a href="mailto:germanc@unops.org">germanc@unops.org</a></p>
Bidder Eligibility	No nationalities are excluded from submitting a bid.
Clarifications	<p>Requests for clarification from bidders will not be accepted any later than April 3 5, 2023. 12:00h Kyiv, Ukraine time.</p> <p>Responses to requests for clarification will be communicated: to all Bidders directly.</p>
Quotation validity period	Quotations shall remain valid for acceptance by UNOPS for 30 days from the Deadline for Quotation Submission.
Quotation Currency(ies)	Quotations shall be quoted in USD (United States Dollars). UNOPS reserves the right to accept currencies other than USD.
Duties and Taxes	All quotations shall be submitted net of any direct taxes, customs duties, and indirect taxes, such as sales taxes.
Language of quotations	All quotations, information, documents, and correspondence exchanged between UNOPS and the Bidders in relation to this RFQ process shall be in English. <b>All the documents that are present in another language has to be accompanied by a simple English translation (free translation).</b>
Deadline for Quotation Submission	All quotations must be submitted by <b>14:00 Kyiv, Ukraine time on April 10 13 17, 2023.</b>
Quotation submission	<p>All interested parties must complete and return the provided Returnable Bidding Forms to the following email address:</p> <p style="text-align: center;"><a href="mailto:germanc@unops.org">germanc@unops.org</a></p>
Evaluation method and criteria	<p>Quotations shall be evaluated to determine the lowest price most technically acceptable offer.</p> <p>1. Preliminary Examination. The following eligibility and formal criteria will be reviewed for compliance:</p> <ul style="list-style-type: none"> <li>• Bidder is eligible as defined in Section II. Instructions to Bidders, Article 3</li> <li>• Completeness of the Quotation. All Returnable Bidding Forms and other documentation requested have been provided and are complete</li> <li>• Bidder accepts UNOPS General Conditions of Contract</li> <li>• Attach valid company registration certificate</li> </ul>

	<p>2. Qualifications of the Bidder will be assessed as per the below qualification criteria:</p> <ul style="list-style-type: none"> <li>Bidder should be in the continuous business of supplying similar goods and services for the last two years. At least 3 similar contracts, purchase orders, or commercial invoices in the last two years from the deadline for Quotation Submission.</li> </ul> <p>3. Technical compliance of the offered goods/services. The following technical criteria will be reviewed for compliance with UNOPS requirements:</p> <ul style="list-style-type: none"> <li>Goods/services offered in the quotation are compliant compared to the requirements in Section III: Schedule of Requirements.</li> </ul> <p>Offers received based on an RFQ during an emergency operation must be assessed against the requirements stated in the RFQ. Contracts are awarded according to the 'lowest priced, most technically acceptable offer' evaluation methodology. When using this methodology, price serves as the overriding evaluation criterion upon which to award a contract. However, this methodology does not ever permit the selection of a most technically acceptable offer if a substantially compliant offer exists (an offer that complies with all requirements without any deviations, including delivery times and terms).</p> <p>4. Financial evaluation. Quotations that are found to be technically acceptable shall be evaluated based on price, and UNOPS will award the contract as per the lowest-priced, most technically acceptable offer evaluation methodology. UNOPS may use the proposed delivery time (lead time) as a criterion for selecting the most convenient offer in combination with the financial proposal.</p> <p>At any time during the evaluation process UNOPS may request clarification or further information in writing from Bidders. The Bidder's responses shall not contain any changes regarding the substance, including the technical and financial part of their quotation. UNOPS may use such information in interpreting and evaluating the relevant quotation.</p> <p>Bidders will be permitted to submit bids for one or all of the lots identified in this tender. UNOPS will evaluate each lot individually and may award one or more Lots from a bidder.</p> <p>The evaluation will be carried out immediately after receiving the offers; ensure you are available at the email address used to send your quotation because clarifications will be sent to the email provided.</p>
Partial quotations	<p>Bidders shall be allowed to quote prices for one or more lots identified in this tender. Partial quotations shall not be allowed. Bidders must quote prices for the total goods and/or services per Lot, requested under Section III: Schedule of Requirements.</p>
Alternative quotations	<p>Alternative quotations are not accepted.</p>
Liquidated damages	<p><u>Applicable.</u> UNOPS will deduct from the Contract price, as liquidated damages, a sum equivalent to the percentage of 0.3% of the original total Contract price for each day of delay until the actual delivery or performance. The maximum deduction shall not exceed 10% of the contract price. Once the maximum is reached, UNOPS may terminate the Contract pursuant to the General Conditions of the Contract.</p>

Documents comprising the Quotation	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"><li>• Form A: Quotation Submission Form</li><li>• Form B: Price Schedule Form</li><li>• Form C: Technical Bid Form</li><li>• Form D: Delivery details form</li><li>• Form E: Previous Experience Form</li><li>• Form F: Affidavit of compliance with technical requirements</li><li>• Valid Company Registration Certificate</li><li>• At least 3 similar contracts, purchase orders or commercial invoice in the last two years (Form E).</li></ul>
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	<ul style="list-style-type: none"> <li>• Catalogues and/or brochures and/or datasheets, certificates, test reports for offered items (as requested in Form C).</li> <li>• Letter of Authorization from Manufacturer</li> <li>• The bidder must present documents, certificates, and standards with the offer according to Form C Technical Bid Form per lot.</li> </ul>
Type of Contract to be awarded	UNOPS will sign the following contract with the awarded Bidder(s): <b>Purchase Order (PO)</b> .
General Conditions of Contract	<p>The General Conditions of Contract are available at:</p> <p><a href="https://content.unops.org/service-Line-Documents/Procurement/UNOPS-General-Conditions-Goods-2017_EN.PDF">https://content.unops.org/service-Line-Documents/Procurement/UNOPS-General-Conditions-Goods-2017_EN.PDF</a></p>
UNGM registration	<p>Any Contract resulting from this RFQ exercise will be subject to the supplier registration on the United Nations Global Marketplace (UNGM) website. Vendors can register their company by accessing the website at <a href="http://www.ungm.org">www.ungm.org</a>.</p> <p>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.</p>

## Section II: Instruction to Bidders

### 1. SCOPE OF QUOTATION

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Bidders are invited to submit a quotation for the goods and/or services specified in Section III: Schedule of Requirements, in accordance with this RFQ.

### 2. INTERPRETATION OF THE RFQ

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This RFQ is an invitation to treat and shall not be construed as an offer capable of being accepted or as creating any contractual, other legal or restitutionary rights.

This RFQ is conducted in accordance with the applicable provisions of UNOPS Procurement Manual (latest version of which can be accessed at: <https://www.unops.org/business-opportunities/how-we-procure>) and other relevant Operational Directives and Operational Instructions that are referred to in the Procurement Manual. In case of contradictions between this RFQ and the UNOPS Procurement Manual, the UNOPS Procurement Manual shall prevail.

### 3. BIDDER ELIGIBILITY

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Bidders may be a private, public or government-owned legal entity or any association with legal capacity to enter into a binding Contract with UNOPS.

A Bidder, and all parties constituting the bidder, may have the nationality of any country with the exception of the nationalities, if any, listed in **Section I: RFQ Particulars**. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country.

A Bidder shall not have a conflict of interest. A bidder shall be considered to have a conflict of interest if:

- A Bidder (and its personnel) has a close business or family relationship with a UNOPS personnel or with personnel of the UNOPS partner who engaged UNOPS and who: (i) are directly or indirectly involved in the preparation of the bidding documents or specifications of the contract, and/or the bid evaluation process of such contract; or (ii) would be involved in the implementation or supervision of such contract;
- A Bidder is associated, or has been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UNOPS to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods, services or works required in the present procurement process;
- A Bidder has an interest in other bidders, for the same procurement activity, including when they have common ownership and/or management. Bidders shall not submit more than one bid, except for alternative offers, if permitted. This will result in the disqualification of all bids in which the Bidder is involved. This includes situations where a firm is the Bidder in one bid and a sub-contractor on another; however, this does not limit the inclusion of a firm as a sub-contractor in more than one bid. In the case of procurement processes with lots, this provision shall apply on a lot by lot basis;
- A Bidder does not comply with any other conflict of interest situation relevant to the specific procurement process as specified in the solicitation document.

Bidders must disclose any actual or potential conflict of interest in the Quotation Submission Form and they shall be deemed ineligible for this procurement process unless such conflict of interest is resolved in a manner acceptable to UNOPS. Failure to disclose any actual or potential conflict of interest may lead to the Bidder being sanctioned further to [UNOPS policy on vendor sanctions](#).

A Bidder shall not be eligible to submit a quotation if and when at the time of quotation submission, the Bidder:

- is included in the Ineligibility List, hosted by [UNGM](#), that aggregates information disclosed by UNOPS ([UNOPS Ineligibility List](#)) and other Agencies, Funds or Programs of the UN System;
- is included in the [Consolidated United Nations Security Council Sanctions List](#), including the [UN Security Council Resolution 1267/1989 list](#);

- is included in the [World Bank Corporate Procurement Listing of Non-Responsible Vendors](#) and [World Bank Listing of Ineligible Firms and Individuals](#).
- is included in any other Ineligibility List from a UNOPS partner and if so listed in **Section I: RFQ Particulars**.
- is currently suspended from doing business with UNOPS and removed from its vendor database(s), for reasons other than engaging in proscribed practices as defined in the UNOPS Procurement Manual.

All Bidders are expected to embrace the principles of the [United Nations Supplier Code of Conduct](#), given that it originates from the core values of the Charter of the United Nations. UNOPS also expects all its suppliers to adhere to the principles of the [United Nations Global Compact](#).

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#### **4. CLARIFICATION OF THE RFQ**

Bidders may request clarification in relation to the RFQ by submitting a written request to the contact stated in the **Section I: RFQ Particulars**, until the time stated in **Section I: RFQ Particulars**. Explanations or interpretations provided by personnel other than the named contact person will not be considered binding or official.

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#### **5. REMUNERATION FOR AND COSTS OF QUOTATIONS**

Bidders shall not be entitled to any remuneration or compensation for the preparation and submission of their quotation.

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#### **6. QUOTATION CURRENCY(IES)**

The quotation shall be made in the currency(ies) stated in **Section I: RFQ Particulars**. If applicable, for comparison and evaluation purposes, UNOPS will convert the quotations into USD at the official United Nations rate of exchange in force at the time of the deadline for quotation Submission.

UNOPS reserves the right not to reject any quotation submitted in a currency other than the mandatory bidding currency(ies). UNOPS may accept quotation s submitted in another currency than stated above if the Bidder confirms during clarification of quotations in writing that it will accept a Contract issued in the mandatory quotation currency and that for conversion the official United Nations operational rate of exchange of the day of RFQ deadline as stated in Section I: RFQ Particulars shall apply. Regardless of the currency of quotations received, the Contract will always be issued and subsequent payments will be made in the mandatory bidding currency above.

Rates in quotations shall be fixed. Quotations with adjustable rates shall be disqualified.

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#### **7. DUTIES AND TAXES**

Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNOPS as a subsidiary organ, 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 in **Section I: RFQ Particulars**.

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#### **8. PAYMENT TERMS**

UNOPS will ordinarily effect payment within 30 days after receipt of the goods/services and on submission of payment documentation. Time in connection with discounts offered for accelerated payment will be computed from the date of receipt of payment documents by UNOPS. Payment discounts will not be considered in the financial evaluation.

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#### **9. PUBLICATION OF CONTRACT AWARD AND DEBRIEFING PROCEDURES**

UNOPS shall publish in its website (<https://data.unops.org>) and/or the UNGM website (<https://www.ungm.org/Public/ContractAward/Index/ContractAwards>) information regarding the purchase order(s) or contract(s) awarded as a result of this RFQ.



UNOPS may debrief unsuccessful bidders upon receipt of a written request. The request for debrief must be received within 10 calendar days of the notification by UNOPS of the tender results to unsuccessful bidders and is a prerequisite for a bidder to file a bid protest, further to Article 12 below. UNOPS shall promptly respond in writing to any unsuccessful Bidder who requests a debriefing.

## **10. ETHICS AND PROSCRIBED PRACTICES**

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UNOPS requires that all Bidders observe the highest standard of ethics during the entire RFQ process, as well as the duration of any Contract that may be signed as a result of this process. Therefore, all Bidders shall represent and warrant that they:

- (i) have not unduly obtained, or attempted to unduly obtain, any confidential information in connection with the RFQ process and any Contract that may be signed as a result of this RFQ process;
- (ii) have no conflict of interest that would prevent them from entering into a Contract with UNOPS, and shall have no interest in other parties involved in this RFQ process or in the project underlying this RFQ process;
- (iii) have not engaged, or attempted to engage, in any Proscribed Practices in connection with this RFQ process or the Contract that may be awarded as a result of this RFQ process. For the purposes of this provision, Proscribed Practices are defined in the [UNOPS policy on vendor sanctions](#), and include: corrupt practice, fraudulent practice, coercive practice, collusive practice, unethical practice and obstruction.

## **11. AUDIT**

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UNOPS may conduct investigations relating to any aspect of the Contract award at any time during the term of the Contract and for a period of three (3) years following the expiration or prior termination of the Contract. The Contractor shall provide its full and timely cooperation with any such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Contractor's obligation to make available its personnel and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to UNOPS access to the Contractor's premises at reasonable times and on reasonable conditions in connection with such access to the Contractor's personnel and relevant documentation. The Contractor shall require its agents, including, but not limited to, the Contractor's attorneys, accountants or other advisers, to reasonably cooperate with any inspections, post-payment audits or investigations carried out by UNOPS hereunder

## **12. BID PROTEST**

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Any bidder that believes to have been unjustly treated in connection with this solicitation process may submit a complaint to UNOPS' Director of Implementation Practices and Standards through the [bid.protest@unops.org](mailto:bid.protest@unops.org) email address. For a bid protest to be received and substantially assessed, the vendor must have requested a debrief further to Article 9 and submits the bid protest within 10 calendar days of UNOPS providing the debrief. In the unlikely event that UNOPS does not provide a debrief within 15 calendar days of the vendor's request further to Article 9 above the vendor may present a bid protest within 10 calendar days of the expiry of said 15 calendar day period. For further details on bid protests, please refer to the UNOPS Procurement Manual.

## Section III: Schedule of Requirements

Lot No.	Description	Quantity
1	Blood bank centrifuge	1
1.1	Delivery, installation, testing and commissioning	1
1.2	Training	1
2	Whole blood processing platform	1
2.1	Delivery, installation, testing and commissioning	1
2.2	Training	1
2.3	Consumable: Blood bag sets	6,000
2.4	Consumable: Platelet Concentrate set	500
3	Automated microplates ELISA analyzer	1
3.1	Delivery, installation, testing and commissioning	1
3.2	Training	1
3.3	Consumable: Disposable pipette tips	96,000 units of 200 µL
3.4	Consumable: Disposable pipette tips	12,000 units of 1,000 µL
3.5	Consumable: Other consumables	insert
4	X-ray blood irradiator	1
4.1	Delivery, installation, testing and commissioning	1
4.2	Training	1
5	Automatic blood separators	1
5.1	Delivery, installation, testing and commissioning	1
5.2	Training	1

## Section IV: Returnable Bidding Forms

### ***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 Section I: RFQ Particulars, 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 II: 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: UNOPS-Ukraine-UPTF-2023-G-003

Name of Bidder:

Currency	USD
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### Incoterms: Delivery At Place (DAP)

Lot No.	Description	Quantity	Unit price Delivery At Place (DAP Ukraine*)	Total
1	Blood bank centrifuge	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
1.1	Delivery, installation, testing and commissioning	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
1.2	Training	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
2	Whole blood processing platform	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
2.1	Delivery, installation, testing and commissioning	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
2.2	Training	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
2.3	Consumable: Blood bag sets	6,000	<input type="text" value="insert"/>	<input type="text" value="insert"/>
2.4	Consumable: Platelet Concentrate set	500	<input type="text" value="insert"/>	<input type="text" value="insert"/>
3	Automated microplates ELISA analyzer	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
3.1	Delivery, installation, testing and commissioning	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
3.2	Training	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
3.3	Consumable: Disposable pipette tips	96,000 units of 200 µL	<input type="text" value="insert"/>	<input type="text" value="insert"/>
3.4	Consumable: Disposable pipette tips	12,000 units of 1,000 µL	<input type="text" value="insert"/>	<input type="text" value="insert"/>
3.5	Consumable: Other consumables	<input type="text" value="insert"/>	<input type="text" value="insert"/>	<input type="text" value="insert"/>
4	X-ray blood irradiator	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
4.1	Delivery, installation, testing and commissioning	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
4.2	Training	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
5	Automatic blood separators	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
5.1	Delivery, installation, testing and commissioning	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>
5.2	Training	1	<input type="text" value="insert"/>	<input type="text" value="insert"/>

\*DAP Final address: 2, Radio lane, Mykolaiv, 54029. Ukraine

Payment terms 30 days accepted: ☐ Yes ☐ No

Offered prices should be net of any direct taxes, customs duties, indirect taxes.

I certify that this Quotation remains valid for acceptance by UNOPS for 30 days from the Deadline for Quotation Submission: ☐ Yes ☐ No

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 C: Technical Bid Form**

RFQ reference no: UNOPS-Ukraine-UPTF-2023-G-003

Name of Bidder: [insert name of Bidder]

Bidders are required to complete the **provided Forms** included in Section III: Returnable Bidding Form to demonstrate compliance with UNOPS requirements and insert them below. Bidders are NOT allowed to make any change in the "UNOPS requirements" columns. Such changes might disqualify your quotation.

**Technical specifications for goods – Comparative Data Table: Bidders shall use and fill the file *Form C: Technical Bid Form\_Amendment 1 2.xlsx***

**Bidders are requested to sign this Form and submit it together with the file described above.**

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 D: Delivery Details Form

### Delivery details

Country of origin of offered products	Lot 1	
	Lot 2	
	Lot 3	
	Lot 4	
	Lot 5	
	Lot 6	

### Delivery requirements:

UNOPS Requirements	
Delivery time	<p>For DAP Incoterms: _____ calendar days from the date of PO signature</p> <p>Bidders are requested to provide the delivery time for the offered products valid for the resulting PO. Shorter delivery term is strongly encouraged.</p> <p>The offered goods are to be delivered and unloaded at the final destination in Ukraine</p>
Delivery place and Incoterms rules	<p>For DAP (delivered at place) in Ukraine it is expected that the goods will be delivered to the following cities/regions: 2, Radio lane, Mykolaiv, 54029. Ukraine</p> <p>Details regarding delivery will be shared accordingly.</p>
Consignee details	<p>The goods should be delivered to the final consignee that will be determined within the Purchase Order</p>

I, the undersigned, certify that I am duly authorised 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 E: Previous experience Form***

RFQ reference no: UNOPS-Ukraine-UPTF-2023-G-003

Name of Bidder: [insert name of Bidder]

Description of services/goods	Country	Total amount of contract (USD)	Contract Identification/Title and Contact details of client (name, address, telephone, email)	Year project was undertaken



***Form F: Affidavit of compliance with technical requirements***

RFQ reference no: UNOPS-Ukraine-UPTF-2023-G-003

Name of Bidder: **[insert name of Bidder]**Date: **[insert]**

According to the solicitation document, specifically Form C: Technical Bid form **Amendment 4 2**, by the present sworn declaration, We, **[insert name of Bidder]**, confirm:

- a) **Regulatory approval and marketing authorization in Ukraine:** Our products comply with the established in the Letter of the MOH No. 24-04/5396/2-22 dated 25 February 2022 and Resolution of the Cabinet of Ministers of Ukraine "On the List of Products of Critical Imports" No. 153 dated 24 February 2022, in accordance with at least one of the mentioned conditions stated in the Form C Lot 1, Lot 2 numeral 6, Lot 3 numeral 4, Lot 4 numeral 5 and Lot 5 numeral 4. We attach authorization and relevant documents to Form C.
- b) **Regulatory approval and marketing authorization issued by a Notified Body** Our products comply with regulations of at least one of the GHTF Founding Member countries stated in the Form C Lot 1, Lot 2 numeral 7, Lot 3 numeral 5, Lot 4 numeral 6 and Lot 5 numeral 5. We attach authorization and relevant documents to the Form C.
- c) **Certificate of Quality Management System** The products We offer have been produced according to ISO 13485, Quality Management for Medical Devices. Certificate must be issued by an independent Certifying Body/Agency in the name of the Manufacturer for the medical device offered.
- d) **Manufacturer authorization:** We confirm we have authorization from the manufacturer of the equipment to sell/distribute the offered equipment. We attach authorization and relevant documents to Form C.
- e) **Guarantee conditions:** We accept the guarantee conditions established in the bidding documents and commit to delivering together with the equipment a guarantee certificate in the name of the beneficiary.
- f) **Spare parts:** We will guarantee the availability of spare parts and accessories for at least five (5) years in case of an award.
- g) **Maintenance:** We will provide an affidavit from the manufacturer stating the company and address in Ukraine of who will conduct maintenance of the equipment.
- h) **Warranty, preventive and corrective maintenance:** We will guarantee the carry out of the maintenance (be it the supplier, manufacturer, or a third party) committing to executing the guarantee and the preventive and corrective maintenance in accordance with the conditions indicated in the bidding documents.
- i) **Personnel:** We confirm that the installation and maintenance will be conducted by a certified engineer(s), or include an affidavit for their training from the manufacturer. In case of an award, We will be exclusively responsible for the security of our own staff, taking into account safety risks of the current situation and of its possible evolution on the field.

I, the undersigned, certify that I am duly authorized by **[insert full name of Bidder]** to sign this affidavit and bind **[insert full name of Bidder]** should UNOPS accept this quotation:

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

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

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

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