**Section III: Returnable Bidding Forms**

**Note to Bidders:** **Instructions to complete each Form are highlighted in blue in each Form. Please complete the Returnable Bidding Forms as instructed** **and return them as part of their bid submission.**

This Section comprises the following Returnable Bidding Forms:

* Form C: Bidder Information Form
* Form D: Bid Submission Form
* Form E: Price Schedule Form
* Form F: Technical Bid Form
* Form G: Manufacturer’s Authorization Form
* Form H: Performance Statement Form

**Form C: Bidder Information Form**

The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

1. **Background and Expertise of Organization:**

| **Full legal name of Bidder** | [complete] |
| --- | --- |
| **What year was your firm/organization established?** | [complete] |
| **Address of registered office** | [complete] |
| **Name of bidder Representative** | complete] |
| **Has your firm/organization ever filed or petitioned for bankruptcy?** (If YES, explain in detail the reasons why, filing date, and current status.) | [complete] |
| **Does your firm have an actual or potential conflict of interest in this procurement process?** (Refer to Section II: Instructions to Bidders, Article 4, for details on conflict of interest) | [Insert either “No”, or “Yes” in which case please provide details on your actual or potential conflict of interest here] |

1. **UNGM Registration and UNOPS Vendors**

As part of the bid, it is desired that the Bidder goes to the United Nations Global Marketplace (UNGM) registration website: <https://www.ungm.org/Account/Registration> and fills out the registration.

If the Bidder is already registered with UNGM, please provide your UNGM registration number in the table below and please ensure that your firm’s information on UNGM is current.

The Bidder may still bid 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.

| **Are you a UNGM registered vendor?** | ☐ Yes ☐ No If yes, [insert UGNM vendor number] |
| --- | --- |
| **Are you a UNOPS vendor?** | ☐ Yes ☐ No |

1. **Contact details of persons that UNOPS may contact for requests for clarification during bid evaluation:**

| **Name/Surname** | [complete] |
| --- | --- |
| **Title** | [complete] |
| **Tel Number (direct)** | [complete] |
| **Email address (direct):** | [complete] |

PS: This person must be available during the next two weeks following receipt of bid

**Form D: Bid 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: ITB- Supply of Dihydroartemisinin/Piperaquine Oral Tablets to the NMEP of the Federal Ministry of Health of Nigeria,**ITB Case No**. ITB/2023/** dated **[insert date]**

We, the undersigned, declare that:

* 1. We have examined and have no reservations to the bidding documents, including amendments No.: [Insert the number and issuing date of each amendment];
  2. We offer to supply in conformity with the bidding documents, including the UNOPS General Conditions of Contract, and in accordance with the delivery schedules specified in the Schedule of Requirements
  3. The total price of our bid, excluding any discounts offered in item (d) below, is: [Insert the total bid price in words and figures, indicating the various amounts and the respective currencies];

**LOT 1- Film Coated DHA/PQ phosphate (40/320)mg (36 - < 60kg): USD……….**

**LOT 2-Film Coated DHA/PQ phosphate (40/320)mg (25 - < 36kg): USD………..**

**LOT 3-Non-Dispersible DHA/PQ phosphate (40/320)mg: USD……**

* 1. The discounts offered and the methodology for their application are:
* **Discounts**: If our bid is accepted, the following discounts shall apply. [Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies, including if applicable discounts for accelerated payment.]
* **Methodology of application of the discounts**: The discounts shall be applied using the following method: [Specify in detail the method that shall be used to apply the discounts];
  1. Our bid shall be valid for the period of time of [ 90 calendar days ] from the date fixed for the bid submission deadline as set out in the ITB, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
  2. If our bid is accepted, and if so requested in Section I: ITB Particulars, we commit to obtain a performance security in accordance with Instructions to Bidders, Article 34 and the General Conditions of Contract;
  3. We have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS;
  4. We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgement or pending legal action against them that could impair their operations in the foreseeable future;
  5. Our firm confirms that the Bidder 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;
  6. We embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact;
  7. 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 4, Eligibility;
  8. We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this ITB and will not engage in any such activity during the performance of any contract awarded;
  9. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

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

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

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

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

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

[*Stamp form of bid with official stamp of the bidder*]

**Form E: Price Schedule Form**

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Bidders shall fill in these Price Schedule Forms in accordance with the instructions indicated.

**Bid Summary- LOT 1**

| **1** | **Bidder’s Total prices FCA for Goods** | [insert amount and currency] |
| --- | --- | --- |
| **2** | **Bidder’s Freight Cost (FCA to CPT – Incoterms 2020)** | [insert amount and currency] |
| **3** | **Bidder’s Total CPT Port of Apapa, Lago by sea (Incoterms 2020) price for Goods** | [insert amount and currency] |

1. **Prices for Goods -LOT 1**

| **Item No.** | **Description** | **Qty ( course of treatment/patient) (a)** | **Currency: USD** | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Unit price FCA (b)** | **Unit price CPT (c)** | **Total price FCA(a)x(b)** | **Total price**  **CPT (a)x(c)** |
| 1 | **Film Quoted DHA/PQ phosphate (40/320)mg (36 - < 60kg)** | **227,546** |  |  |  |  |
| **Grand-Total Price of Goods (USD):** | | | | |  |  |

***NB: UNOPS reserves the right to award the contract under FCA or CPT incoterms based on the interest of UNOPS and its client.***

1. **Bidders Shipping Details**

| 1 | Country of origin |  |
| --- | --- | --- |
| 2 | FCA Location |  |
| 3 | Delivery period to FCA location in weeks |  |
| 4 | **Consignment data**  Weight in Kg  Volume in cubic meters |  |

**Bid Summary- LOT 2**

| **1** | **Bidder’s Total prices FCA for Goods** | [insert amount and currency] |
| --- | --- | --- |
| **2** | **Bidder’s Freight Cost (FCA to CPT – Incoterms 2020)** | [insert amount and currency] |
| **3** | **Bidder’s Total CPT Port of Apapa, Lago by sea (Incoterms 2020) price for Goods** | [insert amount and currency] |

1. **Prices for Goods -LOT 2**

| **Item No.** | **Description** | **Qty ( course of treatment/patient) (a)** | **Currency: USD** | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Unit price FCA (b)** | **Unit price CPT (c)** | **Total price FCA(a)x(b)** | **Total price**  **CPT (a)x(c)** |
| 2 | **Film Coated DHA/PQ phosphate (40/320)mg (25 - < 36kg)** | **136,528** |  |  |  |  |
| **Grand-Total Price of Goods (USD):** | | | | |  |  |

***NB: UNOPS reserves the right to award the contract under FCA or CPT incoterms based on the interest of UNOPS and its client.***

1. **Bidders Shipping Details**

| 1 | Country of origin |  |
| --- | --- | --- |
| 2 | FCA Location |  |
| 3 | Delivery period to FCA location in weeks |  |
| 4 | **Consignment data**  Weight in Kg  Volume in cubic meters |  |

**Bid Summary- LOT 3**

| **1** | **Bidder’s Total prices FCA for Goods** | [insert amount and currency] |
| --- | --- | --- |
| **2** | **Bidder’s Freight Cost (FCA to CPT – Incoterms 2020)** | [insert amount and currency] |
| **3** | **Bidder’s Total CPT Port of Apapa, Lago by sea (Incoterms 2020) price for Goods** | [insert amount and currency] |

1. **Prices for Goods -LOT 3**

| **Item No.** | **Description** | **Qty ( course of treatment/patient) (a)** | **Currency: USD** | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Unit price FCA (b)** | **Unit price CPT (c)** | **Total price FCA(a)x(b)** | **Total price**  **CPT (a)x(c)** |
| 3 | **Non-Dispersible DHA/PQ phosphate (40/320)mg** | **227,546** |  |  |  |  |
| **Grand-Total Price of Goods (USD):** | | | | |  |  |

***NB: UNOPS reserves the right to award the contract under FCA or CPT incoterms based on the interest of UNOPS and its client.***

**Bidders Shipping Details**

| 1 | Country of origin |  |
| --- | --- | --- |
| 2 | FCA Location |  |
| 3 | Delivery period to FCA location in weeks |  |
| 4 | **Consignment data**  Weight in Kg  Volume in cubic meters |  |

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

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

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

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

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

**Form F: Technical Bid Form**

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Bidders are required to complete the **Comparative Data Tables** included in Section IV: Schedule of Requirements to demonstrate compliance with UNOPS requirements and insert them below. Bidders are NOT allowed to make any change in the “UNOPS requirements” columns of the Comparative Data Tables. Such changes might disqualify your quotation.

**Technical specifications for Goods – Comparative Data Table - LOT 1**

| ***No.*** | ***Description*** | ***UNOPS REQUIREMENTS*** | ***Quantity ( course of treatment/patient)*** | ***Is Bid Compliant?*** *(Y/N)* | ***Details*** *Bidders to complete* |
| --- | --- | --- | --- | --- | --- |
| 1 | **Film Coated**  **DHA/PQ phosphate**  **(40/320)mg** | 1.1. Dihydroartemisinin – Piperaquine 40 mg DHA/ 320 mg PPQ | **227,546** | ☐ Yes ☐ No |  |
| 1.2. Fixed Dose Combination | ☐ Yes ☐ No |  |
| 1.3. Film Coated Oral tablets | ☐ Yes ☐ No |  |
| 1.4. Oral administration for 36 - < 60kg | ☐ Yes ☐ No |  |
| 1.5. Pack of 9 x 1 blister | ☐ Yes ☐ No |  |
| 2 | The product packaging and labelling should follow WHO guidelines | | | ☐ Yes ☐ No |  |
| 3 | Product must be WHO prequalified (provide the brand offered) | | | ☐ Yes ☐ No |  |
| 4 | Product should be registered by NAFDAC (bidder to provide valid certificate) | | | ☐ Yes ☐ No |  |
| 5 | The offered product must have a minimum remaining shelf life of 75% at the time of delivery to the port of entry | | | ☐ Yes ☐ No |  |
| 6 | The successful supplier shall provide shipping documents ( Certificate of Analysis (Clean Report of Inspection and Analysis), Certificate of Origin, Parking List, Commercial Invoice) as soon as the product is ready for shipment | | | ☐ Yes ☐ No |  |
| 7 | UNOPS shall conduct quality control testing of the provided batch(es) in an independent laboratory and any failures shall need to be replaced with fresh stock by the manufacturer. | | | ☐ Yes ☐ No |  |

1. **Delivery requirements and Comparative Data Table**

| **UNOPS Requirements** | |
| --- | --- |
| **Delivery time** | Bidder shall deliver the goods as follows:  **12-16 Weeks after issue of Purchase Order**  **CPT: Port of Apapa, Lagos, Nigeria.** (Incoterms 2020) |
| **Delivery place and Incoterms rules** | **CPT: Port of Apapa, Lagos, Nigeria.** (Incoterms 2020) |
| **Consignee details** | NMEP 1st floor, Abia House, Central Business District, FCT, Abuja, Nigeria |
| **UNOPS Right to vary requirements** | At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the ITB. |

| **UNOPS Requirements** | | **Is quotation compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| UNOPS shall inspect the provided supplies and any failures / damages need to be replaced with fresh stock by the manufacturer. | | ☐ Yes ☐ No | Insert details |

1. **Sustainability criteria - to be evaluated as part of technical evaluation based on Pass/Fail**

| **UNOPS Requirements** | | **Is quotation compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Sustainability criteria 1**-  Bidders should provide supporting documentation which outlines its procedure for waste management & disposal. The plan should explain the formal plan for waste management which outlines how waste will be minimised, sorted, stored, and disposed of; | | ☐ Yes ☐ No | Insert details  Bidder shall **submit** their Waste Management and Disposal policy  **or**  attach that of the manufacturer |
| **Sustainable criteria 2**-  Bidders should provide their company’s Gender and social inclusion mainstreaming policy of the organisation which explains or demonstrates experience for implementing gender mainstreaming (and/or social inclusion) activities. | | ☐ Yes ☐ No | Insert details  Bidder shall **submit** their Gender and social inclusion mainstreaming policy policy  **or**  attach that of the manufacturer |

**Technical specifications for Goods – Comparative Data Table - LOT 2**

| ***No.*** | ***Description*** | ***UNOPS REQUIREMENTS*** | ***Quantity ( course of treatment/patient)*** | ***Is Bid Compliant?*** *(Y/N)* | ***Details*** *Bidders to complete* |
| --- | --- | --- | --- | --- | --- |
| 2 | **Film Coated DHA/PQ phosphate (40/320)mg** | 2.1. Dihydroartemisinin – Piperaquine 40 mg DHA/ 320 mg PPQ | **136,528** | ☐ Yes ☐ No |  |
| 2.2. Fixed Dose Combination | ☐ Yes ☐ No |  |
| 2.3. Film Coated Oral tablets | ☐ Yes ☐ No |  |
| 2.4. Oral administration for 25 - < 36kg | ☐ Yes ☐ No |  |
| 2.5. Pack of 6 x 1 blister | ☐ Yes ☐ No |  |
| 3 | The product packaging and labelling should follow WHO guidelines | | | ☐ Yes ☐ No |  |
| 4 | Product must be WHO prequalified (provide the brand offered) | | | ☐ Yes ☐ No |  |
| 5 | Product should be registered by NAFDAC (bidder to provide valid certificate) | | | ☐ Yes ☐ No |  |
| 6 | The offered product must have a minimum remaining shelf life of 75% at the time of delivery to the port of entry | | | ☐ Yes ☐ No |  |
| 7 | The successful supplier shall provide shipping documents ( Certificate of Analysis (Clean Report of Inspection and Analysis), Certificate of Origin, Parking List, Commercial Invoice) as soon as the product is ready for shipment | | | ☐ Yes ☐ No |  |
| 8 | UNOPS shall conduct quality control testing of the provided batch(es) in an independent laboratory and any failures shall need to be replaced with fresh stock by the manufacturer. | | | ☐ Yes ☐ No |  |

1. **Delivery requirements and Comparative Data Table**

| **UNOPS Requirements** | |
| --- | --- |
| **Delivery time** | Bidder shall deliver the goods as follows:  **12-16 Weeks after issue of Purchase Order**  **CPT: Port of Apapa, Lagos, Nigeria.** (Incoterms 2020) |
| **Delivery place and Incoterms rules** | **CPT: Port of Apapa, Lagos, Nigeria.** (Incoterms 2020) |
| **Consignee details** | NMEP 1st floor, Abia House, Central Business District, FCT, Abuja, Nigeria |
| **UNOPS Right to vary requirements** | At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the ITB. |

| **UNOPS Requirements** | | **Is quotation compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| UNOPS shall inspect the provided supplies and any failures / damages need to be replaced with fresh stock by the manufacturer. | | ☐ Yes ☐ No | Insert details |

1. **Sustainability criteria - to be evaluated as part of technical evaluation based on Pass/Fail**

| **UNOPS Requirements** | | **Is quotation compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Sustainability criteria 1**-  Bidders should provide supporting documentation which outlines its procedure for waste management & disposal. The plan should explain the formal plan for waste management which outlines how waste will be minimised, sorted, stored, and disposed of; | | ☐ Yes ☐ No | Insert details  Bidder shall **submit** their Waste Management and Disposal policy  **or**  attach that of the manufacturer |
| **Sustainable criteria 2**-  Bidders should provide their company’s Gender and social inclusion mainstreaming policy of the organisation which explains or demonstrates experience for implementing gender mainstreaming (and/or social inclusion) activities. | | ☐ Yes ☐ No | Insert details  Bidder shall **submit** their Gender and social inclusion mainstreaming policy policy  **or**  attach that of the manufacturer |

**Technical specifications for Goods – Comparative Data Table - LOT 3**

| ***No.*** | ***Description*** | ***UNOPS REQUIREMENTS*** | ***Quantity ( course of treatment/patient)*** | ***Is Bid Compliant?*** *(Y/N)* | ***Details*** *Bidders to complete* |
| --- | --- | --- | --- | --- | --- |
| 3 | **Non-Dispersible DHA/PQ phosphate (40/320)mg** | 3.1. Dihydroartemisinin – Piperaquine 40 mg DHA/ 320 mg PPQ | **227,546** | ☐ Yes ☐ No |  |
| 3.2. Fixed Dose Combination | ☐ Yes ☐ No |  |
| 3.3. Non-dispersible Oral tablets | ☐ Yes ☐ No |  |
| 3.4. Oral administration for 60 - < 80kg | ☐ Yes ☐ No |  |
| 3.5. Pack of 12 x 1 blister | ☐ Yes ☐ No |  |
| 4 | The product packaging and labelling should follow WHO guidelines | | | ☐ Yes ☐ No |  |
| 5 | Product must be WHO prequalified (provide the brand offered) | | | ☐ Yes ☐ No |  |
| 6 | Product should be registered by NAFDAC (bidder to provide valid certificate) | | | ☐ Yes ☐ No |  |
| 7 | The offered product must have a minimum remaining shelf life of 75% at the time of delivery to the port of entry | | | ☐ Yes ☐ No |  |
| 8 | The successful supplier shall provide shipping documents ( Certificate of Analysis (Clean Report of Inspection and Analysis), Certificate of Origin, Parking List, Commercial Invoice) as soon as the product is ready for shipment | | | ☐ Yes ☐ No |  |
| 9 | UNOPS shall conduct quality control testing of the provided batch(es) in an independent laboratory and any failures shall need to be replaced with fresh stock by the manufacturer. | | | ☐ Yes ☐ No |  |

1. **Delivery requirements and Comparative Data Table**

| **UNOPS Requirements** | |
| --- | --- |
| **Delivery time** | Bidder shall deliver the goods as follows:  **12-16 Weeks after issue of Purchase Order**  **CPT: Port of Apapa, Lagos, Nigeria.** (Incoterms 2020) |
| **Delivery place and Incoterms rules** | **CPT: Port of Apapa, Lagos, Nigeria.** (Incoterms 2020) |
| **Consignee details** | NMEP 1st floor, Abia House, Central Business District, FCT, Abuja, Nigeria |
| **UNOPS Right to vary requirements** | At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the ITB. |

| **UNOPS Requirements** | | **Is quotation compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| UNOPS shall inspect the provided supplies and any failures / damages need to be replaced with fresh stock by the manufacturer. | | ☐ Yes ☐ No | Insert details |

1. **Sustainability criteria - to be evaluated as part of technical evaluation based on Pass/Fail**

| **UNOPS Requirements** | | **Is quotation compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Sustainability criteria 1**-  Bidders should provide supporting documentation which outlines its procedure for waste management & disposal. The plan should explain the formal plan for waste management which outlines how waste will be minimised, sorted, stored, and disposed of; | | ☐ Yes ☐ No | Insert details  Bidder shall **submit** their Waste Management and Disposal policy  **or**  attach that of the manufacturer |
| **Sustainable criteria 2**-  Bidders should provide their company’s Gender and social inclusion mainstreaming policy of the organisation which explains or demonstrates experience for implementing gender mainstreaming (and/or social inclusion) activities. | | ☐ Yes ☐ No | Insert details  Bidder shall **submit** their Gender and social inclusion mainstreaming policy policy  **or**  attach that of the manufacturer |

☐ Yes ☐ No

ANY DEVIATION MUST BE LISTED BELOW:

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

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

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

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

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

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

**Form G: Manufacturer’s Authorization Form**

A letter issued by the manufacturer authorizing the applicant to participate in this particular ITB must be submitted with the bid in the format provided in this Form.

To be eligible for delivery of goods, the bidder must be either the manufacturer of the offered goods or a sole representative of the manufacturer to the United Nations. Should offers for a particular make and model be received from more than one appointed representative, UNOPS reserves the right to select only one.

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

To: UNOPS

**WHEREAS**

We ***[insert complete name of manufacturer***], who are official manufacturers of [***insert type of goods manufactured],*** having factories at ***[insert full address of manufacturer’s factories***], do hereby authorize ***[insert complete name of bidder]*** to submit a bid the purpose of which is to provide the following goods, manufactured by us ***[insert name and or brief description of the goods]***, and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with Clause 4.5 of the General Conditions of Contract for the Provision of Goods, with respect to the goods offered by the above firm.

Signed: [***insert signature(s) of authorized representative(s) of the manufacturer]***

Name***: [insert complete name(s) of authorized representative(s) of the manufacturer]***

Title: ***[insert title]***

Dated on \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ ***[insert date of signing]***

**Form H: Performance Statement Form**

ITB reference no: [insert ITB reference No.]

Name of Bidder: [insert name of bidder]

Date: [insert submission date]

| **Order placed by [Full address of purchaser]** | **Order no. & date** | **Description & quantity of ordered items** | **Value of order** | **Date of completion of delivery** | | **Remarks indicating reasons of late delivery, if any** | **Was the supply of goods satisfactory?** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **As per Contract** | **Actual** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

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

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

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

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