

## 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 your quotation.**

The following returnable forms are part of this RFQ and must be completed and returned by bidders as part of their Quotation.

- o Form A: Quotation Submission Form
- o Form B: Price Schedule Form
- o Form C: Technical Quotation Form
- o Form D: Delivery Requirement Form
- o Form E: Previous Experience Form
- o Form F: One UNOPS Vendor Profile Form

## 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 Lab and Medical Equipment to Cambodia**

**RFQ Case No. [RFQ/2023/49513], 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 **[60 days]** 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/DPD, 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 judgement 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 authorised 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

**E-Sourcing Ref No: Supply of Lab and Medical Equipment to Cambodia – RFQ/2023/49513**

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

Bidders shall fill in this Price Schedule Form in accordance with the instructions indicated.

**As defined in Instructions to bidders, Article 3, bidders shall not submit more than one quotation. Alternative quotations shall not be allowed.**

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

Lot No.	Item Description	Unit	Qty in Unit	Manufacturer/ Country of Origin	Offered Pack Size	Offered Qty in Unit (a)	Currency: USD			
							Unit price FCA - Port of Origin (b)	Total price FCA -Port of Origin C=(a)x(b)	Unit Price CPT - Air/Sea Port (d)	Total Price CPT-Air/Sea Port e=(a)x(d)
1	Electro-cauterization Machine	Set	1							
2	Centrifuge machine	Set	3							
3	Pharmaceutical refrigerator	Set	1							
4	Safety transportation box	Set	71							

Payment terms 30 days accepted: ☐ Yes

**\* UNOPS is exempted from Taxes and Duties. The offer shall be submitted net of any direct taxes, customs duties and indirect taxes, such as sales taxes, VAT, etc**

**\*\*UNOPS keeps the right to accept a different pack size.**

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

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

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

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

**The bidder is requested to filled the following shipment information**

<b>Lot No.</b>	<b>Shipment</b>	<b>Approx Gross weight in kg</b>	<b>Approx Volume in cubic cm (length x width x height)</b>	<b>Number of cartons (or) pallets (or) boxes</b>
1	Electro-cauterization machine			
2	Centrifuge machine			
3	Pharmaceutical refrigerator			
4	Safety transportation box			

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

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

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

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

## Form C: Technical Quotation Form

RFQ reference no: RFQ/2023/49513

Name of Bidder: insert name of Bidder

Bidders are required to complete the **Comparative Data Tables** included below 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.

Any mention or reference to any brand name below is only for example and the below specifications on sizes and different ranges required are only approximate and the bidder can offer a product with some variations as long as the product offering provides the same or superior level of performance on the output.

### A. Technical specifications for good – Comparative Data Table

Lot No.	Product Description	UNOPS Minimum Technical Requirements	Is quotation compliant?	Details of goods offered.
			Bidder to complete	Bidder to complete
1	Electro-cauterization Machine	Product Catalogue No. , Brand, Manufacturer Name	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Product Catalogue No. , Brand, Manufacturer Name offered if applicable</span>
		- Voltage: 220-240V, 50-60 Hz,	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered.</span>
		- Bipolar output	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered.</span>
		- Nominal frequency 500 kHz	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered.</span>
		- Impulse frequency for modulation 60 kHz	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered.</span>
		- A set of standard accessories for operation	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered.</span>
		Foot pedal switch	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered.</span>
		- Warranty 1 year"	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered.</span>
		Product Catalogue including detail information	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Insert details of goods offered, including specifications and brand/model offered if applicable</span>
2	Centrifuge machine	Product Catalogue No, Brand, Manufacturer Name	<span style="background-color: #00FFFF; border: 1px solid black;">□ Yes □ No</span>	<span style="background-color: #00FFFF; border: 1px solid black;">Product Catalogue No. , Brand, Manufacturer Name offered if applicable</span>
		<b>Specifications:</b>		

		- Centrifuge blood tube .	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Temperature control range –10°C ... +25°C	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Stable temperature maintenance range 25°C below ambient ... to +25°C	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Temperature setting resolution 1°C	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Speed regulation range for centrifuge tubes 100–4200 rpm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Speed regulation range for microtitre plates 100-2000 rpm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Speed setting resolution 100 rpm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Digital time setting 1 - 90 min (increment 1 min)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Timer sound signal +	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Rotor imbalance diagnostics (automatic stop, “IMBALANCE” warning) +	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Tube Volume : 2.6 to 7ml	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.

		- Max. Tube diameter : 13mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Max. Vessel Height : 108mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Max. Vessel Height for use with cap/lid : 106mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Number of vessels per adapter/rotor : 40-70 tube	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Bottom Shape : Flat with rubber mat	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Centrifugation radius : 150mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		<b>Features:</b>		
		- Soft start and run-down of the rotor;	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Efficient rate of chamber refrigeration: under 10 min;	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Maintenance of stable temperature during operation;	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- User-friendly setting of centrifugation parameters (speed, temperature, time) and simultaneous	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.

		- display of both set and actual values;	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Safe operation is provided by a metal protection chamber and a case cover, automatic stop at imbalance (emergency shutdown, "IMBALANCE" displayed) and a lock keeping the lid closed while the centrifuge is running.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		<b>Rotor selection:</b>		
		- Setting rotor speed in RPM or RCF;	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Multiple acceleration (Slow, Normal, Fast) and deceleration (0, Slow, Normal, Fast) modes and possibility to switch off forced braking;	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Swing out rotor	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		Product Catalogue including detail information	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable
3	Pharmaceutical refrigerator	Product Catalogue No. , Brand, Manufacturer Name	<input type="checkbox"/> Yes <input type="checkbox"/> No	Product Catalogue No. , Brand, Manufacturer Name offered if applicable
		- Resistant to cleaning solutions	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Forced-air circulation maintains chamber uniformity and provides quick recovery after door openings	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Temperature adjustable automatic switch off fan when door opens	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Non-CFC Natural Green refrigerant provides high efficiency	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.



	- Evaporator fan(s) shut off during door openings to maintain stable temperatures	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Auto condensate evaporation	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Heat treated pair glass is used to prevent condensation and ice forming	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Evaporator operates at 2°C, preventing samples from freezing	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Heat treated, double-paned glass is used	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Full view & non-condensing glass door	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Door lock system	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Rechargeable battery-back-up system	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Interior chamber light with door activated on/off switch	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Temperature range control between 0 – 10°C, operating range +2°C to +8°C	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- USB datalogging monitors temperature 24h/7	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- LCD digital display for temperature with a resolution of 0.1°C	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Audible and visual alarms for high and low temperature values	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Dry contacts for remote alarm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.

		- Ultra low level noise: 45 db(a)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Heavy-duty lockable and adjustable casters	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Automatic voltage compensator	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- One access port	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- CE, CSA, UL and ETL certified	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- USB port (free software to download)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Volume of refrigerator : 1,050 l (277.4 gal)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		Product Catalogue including detail information	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable
4	Safety transportation box	Product Catalogue No. , Brand, Manufacturer Name	<input type="checkbox"/> Yes <input type="checkbox"/> No	Product Catalogue No. , Brand, Manufacturer Name offered if applicable
		- External Cover PE	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Insulation inner surface PE, middle insulation layer PU, foam layer thickness ≥30mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- External Dimensions 325*235*250mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Internal Dimensions 240*140*165mm	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
		- Container Capacity 12 L	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.

	-Cold storage box model/quantity (standard configuration) 0. 4L cold storage agent/6 pcs	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Cold life Refrigerate 2°C~8°C for more than 36 hours	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	- Freezing -22°C~-10°C for more than 12 hours	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	<b>Transport sample container's features:</b>		
	-Hardside coolers are perfect for transporting specimens to the lab and maintaining temperatures.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Great option for Blood Banks to send units to the ER or Surgery to help prevent units from returning over temperature	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Hardside coolers have feet and can be stacked for storage Stainless Steel hardware will provide many years of durable service	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Convenient handle on top and heavy duty strap can be used to secure lid during transport or be used as a shoulder strap	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Constructed of high straight plastic material for all types of specimen transport needs	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Insulated with High-Grade Molded Polystyrene Foam	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Non-Absorbent Surface Easy to Clean and Disinfect	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Offers superior protection for your specimens or blood products	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	-Airtight closure seal is provided by an EVA Gasket Seal recessed into the lid	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered.
	Product Catalogue including detail information	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details of goods offered, including specifications and brand/model offered if applicable

## B. Quality Assurance Requirement

Sr. No	UNOPS Minimum Requirements	Is quotation compliant? Bidder to complete	If No, Provide comments
1	<p>The offer products shall comply with QA Requirement as follows:</p> <ol style="list-style-type: none"> <li>ISO 13485/ISO9001/ CE / or equivalent Quality management system from founding members of the GHTF.</li> <li>Bidders shall enclose the copies of such certification for the offered product along with the submission.</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No Please provide the Valid and relevant document	
2	<p>Product Specification:  Bidder shall indicate the offer product name, catalogue number, product photos and related product information.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No Please provide the Valid and relevant document	

### C. Other Requirement

No.	UNOPS Minimum Requirements	Is quotation compliant? Bidder to complete	If No, please complete the reasons and details
1	<p><b>Packaging and Labelling Specifications</b></p> <p>a) Should be standard as per the regulations applicable.  b) Special packaging and notification is required for easily breakable material.  c) All labelling and packaging inserts shall be in English.  d) Should be strong enough for transport and to resist any mishandling.  (e) The final cartons should be shrink-wrapped in a clear plastic which prevents the product during transportation, storage and rough handling keeping in view the heavy rains in Cambodia.  (f) The outer case or carton should also display the following information:</p> <ul style="list-style-type: none"> <li>&gt; Carton numbering e.g. carton 1/40</li> <li>&gt; UNOPS Logo</li> <li>&gt; Shipping Marks</li> <li>&gt; Date of manufacture and expiry (for the applicable products)</li> <li>&gt; Batch number</li> <li>&gt; Special instructions for storage</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2	<p><b>Shelf life</b></p> <p>If any product has a shelf life, the offered product shall also have a minimum 80% of the remaining shelf life on arrival at Phnom Penh International Airport/Seaport, Cambodia.  The supplier shall indicate the manufacturing and expiry date on outer packaging.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3	<p><b>Defect</b></p> <p>On reception, in case of the detection of a defective product either in the quality of a product or in any other aspects such as packaging, the Supplier will be requested to replace the complete batch at its own cost.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	

4	<b>Complaints</b> Any complaint from UNOPS or its end user will be handled by the Supplier according to its internal standard operating procedures, and pursuant to the provisions relating to provisions as set out in the General Conditions.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5	<b>Recall</b> If, after delivery, a batch has to be recalled, for whatever reason, the Supplier will inform UNOPS immediately. The Supplier will replace, at its own cost, all items covered by the recall with goods that fully meet the requirements of the original Purchase Order, and arrange for the collection or destruction of any defective goods.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

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

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

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

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

## Form D: Delivery Requirement Form

### Delivery requirements — Comparative Data Table

E sourcing Ref: Supply of Lab and Medical Equipment to Cambodia – RFQ/2023/49513

UNOPS Requirements		Is a quotation compliant? Bidder to complete	If No, Provide comments
<b>Delivery Schedule</b>	For all lots: 100% qty within 60 days from the date of signed PO. Product readiness and shipping docs to be provided. Delivery to freight forwarder/ carrier at port of origin: Within 10 calendar days of issue of dispatch clearance.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Delivery place and Incoterms rules</b>	<b>CPT – Phnom Penh International Airport/Seaport, Cambodia ( INCOTERM - 2020)</b> <b>Custom clearance to be done by UNOPS - Cambodia</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No (Please specify)	
<b>Mode of Transport</b>	Air/Sea	<input type="checkbox"/> Yes <input type="checkbox"/> No (Please specify)	
<b>Submission of Shipping Documents</b>	In case of Air shipment, the supplier shall provide AWB and other shipping documents to UNOPS as mentioned in the above timeline . UNOPS will apply for a Tax exemption certificate (TEC) .Once the TEC is received, UNOPS will provide the dispatch clearance for the shipment. In case of Sea shipment, the supplier shall provide draft BL and other shipping documents as per the above timeline to UNOPS for prior checking. Then the supplier shall provide final BL and other shipping documents as soon as the Goods are delivered to the shipping line. The shipment shall be made within 10 working days only after the dispatch clearance is issued by UNOPS.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Consignee Details</b>	National Center for HIV/AIDS, Dermatology And STDs, Ministry of Health, #245 H, Phum Kean Klang, Khan Chrouy, Changva, Phnom Penh Cambodia	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>UNOPS Right to vary requirements</b>	At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the RFQ.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

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

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

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

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

**Form E: Previous experience form**

RFQ reference no: Supply of Lab and Medical Equipment to Cambodia – RFQ/2023/49513

Name of Bidder: [insert name of Bidder]

Description of services/goods	Country	Total amount of Contract	Contract Identification and Title and Contact details of Client (Name, Address, telephone, email, fax)	Year project was undertaken

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


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

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

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

## Form F: One UNOPS Supplier Profile Form

(To be submitted if the bidder has not been supplied to UNOPS before.)

 <b>SUPPLIER REGISTRATION FORM</b>									
SECTION 1: SUPPLIER INFORMATION									
<b>Supplier/Vendor name, Company name, External individual name or Implementing Partner name</b> (For individuals, please enter your first name, middle name and last name as per your national identification card or passport)					<b>Company registration no.</b> (For companies only)		<b>Valid from</b> (dd/mm/yyyy)		<b>Valid to</b> (dd/mm/yyyy)
<b>UNGM Number*</b>					<b>VAT registration no.</b>				
<b>Country</b>					<b>Date of birth</b> (dd/mm/yyyy)		(For individuals only)		
<b>Identity Document Type</b>		<input type="checkbox"/> National ID <input type="checkbox"/> Passport			<input type="checkbox"/> Other, please specify:				
<b>Identity document no.</b>					<b>Issue date</b> (dd/mm/yyyy)				<b>Expiry date</b> (dd/mm/yyyy)
<b>Supplier Group (Select one of the below options)</b>									
<input type="checkbox"/> Company (Private or Public)*			<input type="checkbox"/> University/educational institution			<input type="checkbox"/> UN Agency /Institution			
<input type="checkbox"/> External Individual			<input type="checkbox"/> IGO(Intergovernmental Organization)			<input type="checkbox"/> Government Agency			
<input type="checkbox"/> Financial institution (including insurance and banking)			<input type="checkbox"/> NGO(Nongovernmental Organization)						
* UNOPS requires Companies to register with the United Nations Global Marketplace on <a href="http://www.ungm.org">www.ungm.org</a> (UN supplier database)									
SECTION 2: SUPPLIER CONTACT INFORMATION									
<b>General/permanent street address</b>									
<b>City</b>					<b>Postal code (ZIP)</b>				
<b>State/province</b>					<b>Country</b>				
<b>Primary Supplier/Vendor focal point contact information</b>					<b>Secondary/alternate contact person</b>				
<b>Name</b>				<b>Title</b>			<b>Name</b>		<b>Title</b>
<b>Telephone no.</b>				<b>Email</b>			<b>Telephone no.</b>		<b>Email</b>
SECTION 3: SUPPLIER BANKING INFORMATION (For additional bank accounts, please provide additional forms)									
<b>Name of banking institution</b>					<b>Account Name</b> (please indicate as shown on bankbook/bank account)				
<b>IBAN no.</b>					<b>Bank account no.</b>				
<b>Clearing code/bank code</b> (ACH/routing no/ IFSC/sort code)					<b>SWIFT/BIC code</b>				
<b>Branch code</b>					<b>Bank account currency</b>				
<b>Branch name</b>					<b>Bank account type</b>		<input type="checkbox"/> Checking <input type="checkbox"/> Saving <input type="checkbox"/> Current <input type="checkbox"/> Cheque		



			Other please specify
Bank's street address			
City		Postal code (ZIP)	
State/province		Country	
Intermediary/correspondent bank, if applicable			
Name of intermediary bank			Intermediary IBAN no.
Country of intermediary bank		SWIFT /BIC code	Clearing code/bank code

Information provided on this registration form will be treated in accordance with UNOPS's EOD on Privacy and Information Security and its related data protection and data retention policies. Digital signatures are accepted only if they can be validated by UNOPS. Incomplete or erroneous information may prevent payment to your account. Any loss due to any error or irregularity in the information submitted by the Supplier/Vendor will be borne by the Supplier/Vendor.

Supplier/Supplier's Representative's Signature and Stamp	Date and Place

oneUNOPS supplier no.	Is this new or an update to an existing supplier profile?	Bank detail change	UNGM Ineligibility Lists/Claims Log check	Supplier/Vendor have direct agreement/contract with UNOPS	Supplier/Vendor paid via cash supplier?
	<input type="checkbox"/> New <input type="checkbox"/> Update existing supplier	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of Requester (UN) (First name/last name/extension)		I hereby confirm that I have followed the Procurement Manual or the grant support policy (if applicable) and the information submitted is accurate.			
		Signature of Requester		Date	