

From:	Eva Lagier Procurement Services, CSS	E-mail: lagier@intracen.org Direct Tel No.: +41 22 730 0313
Date:	14/05/2024	Page 1/1

Subject: RFQ 2200279805 – Purchase of Laboratory consumables for Pakistan- Lot 6 for Strengthening and Up-gradation of Regional Pesticide Quality Control & Research Laboratory, Quetta (PQL) and Establishment of Advance Virology Lab (VL)

The International Trade Centre (ITC), a joint subsidiary organ of the United Nations and the World Trade Organization, hereby invites your company to submit a Quotation for Goods and services in accordance with the attached Specifications (Annex A & Annex C). If your company is interested in undertaking this assignment under contract with ITC, please promptly submit your quotation with special tax-free price for the United Nations to Procurement Services in Geneva, e-mail to lagier@intracen.org by **05/06/2024** before 23:59 Switzerland Time.

Form of Quotation:

A) Your Quotation should include

A firm price to cover all costs associated with the goods and services as specified in the attached **Annex A & Annex C Lot 6**. To quote your price please fill in, date and sign the Annex C attached. Fill in the spreadsheet(s) corresponding to the lot(s) you submit an offer for.

B) Payment terms:

The ITC/United Nations prefers to pay the full amount NET 30 days after the delivery of the goods. The ITC will pay you through a bank transfer and upon presentation of invoice to be sent by email to Payments@intracen.org, following complete delivery of all the goods and services ordered.

C) Acceptance of your Quotation: Upon receipt, your quotation will be examined and you will be advised as promptly as possible as to its acceptability. Any contract subsequently arranged would be subject to the relevant provisions of the UN's General Conditions of Contract (GCC) for the provision of goods, services or both as applicable (<https://www.un.org/Depts/ptd/about-us/conditions-contract>). Vendor should state their acceptance of UN GCC in their offer or risk the rejection of their offer by ITC. To state your acceptance of the UN GCC terms, please sign and date and return Annex B attached.

D) Confidentiality: The information concerning this Request for Quotation, including its Terms of Reference/Specifications is confidential, privileged and must not be disclosed to others. Please do not copy or submit this Request for Quotation to others, without the prior written consent of the ITC Procurement Services (PS). Do not submit a copy of your Quotation to others, only directly and exclusively to our Procurement Services in Geneva.

E) United Nations Global Marketplace (UNGM) registration: Any vendor must be registered in UNGM (www.ungm.org). If your company is selected and is not yet registered, please keep in mind that you must do so for us to be able to issue a purchase order. Please indicate your UNGM registration id (6 digits), obtained following completion of the registration process, on the Annex C attached.

F) Additional information: Should you need any additional information concerning this Request for Quotation, please contact Procurement Services in Geneva to the e-mail referenced above from 14/05/2024 to 23/05/2024 before 23:59 Switzerland time.

Thank you in advance for your cooperation and prompt reply.

Eva Lagier
Procurement Services, CSS

Michaël Cordier 14.05.2024

Signed: Mr. M. Cordier, Administrative Officer/ Officer in Charge CSS

