**Section III: Returnable Bidding Forms**

UNOPS E-Sourcing RFQ/2024/53619

Note to Bidders: The following returnable forms are part of this RFQ and must be completed and returned by bidders as part of their Bid. 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 bid by uploading them against their specific Document Checklist in the UNOPS eSourcing system.

This Section comprises the following Returnable Bidding Forms:

* Form A: Bid Submission Form
* Form B: Price Schedule Form
* Form C: Technical Bid Form
* Form D: Previous Experience Form
* Form E: Vendor Information Form

# **Form A: Bid Submission Form**

FQ Bidders are requested to complete this form, sign it, and return it as part of their bid submission. The **RFQ** Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder: [insert name of Bidder]

Date: [Insert submission date]

**Subject:** UNOPS E-Sourcing RFQ/2024/53619

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: Bid Particulars, Period of Validity of Bids] from the date fixed for the bid 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;

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

# **Form B: Price Schedule Form**

UNOPS E-Sourcing RFQ/2024/53619

Name of Bidder: [insert name of Bidder]

Bidders shall fill in these Price Schedule Form for each and every lot/item they are submitting their Bid(s) for.

| **Currency** | USD |
| --- | --- |

**Prices for Goods**

**Lot 1 - Tactical armor carriers with main ballistic panels (removable), side protection, and detachable protection for groin**

| **Lot/Item N** | **Description** | **Quantity** | **Unit cost DAP Kyiv, USD** |
| --- | --- | --- | --- |
|
| **1.1** | **Tactical armor carriers with main ballistic panels (removable), side protection, and detachable protection for groin** | **1-10** |  |
| **1.2** | **11-20** |  |
| **1.3** | **21-30** |  |
| **1.4** | **30+** |  |

Payment terms 30 days accepted: ☐ Yes

**Lot 2 - Low-cut ballistic helmet**

| **Lot/Item N** | **Description** | **Quantity** | **Unit cost DAP Kyiv, USD** |
| --- | --- | --- | --- |
|
| **2.1** | **Low-cut ballistic helmet** | **1-10** |  |
| **2.2** | **11-20** |  |
| **2.3** | **21-30** |  |
| **2.4** | **30+** |  |

Payment terms 30 days accepted: ☐ Yes

**Lot 3 - Tactical armor carriers (without removable main ballistic panels), with side protection and detachable protection for groin**

| **Lot/Item N** | **Description** | **Quantity** | **Unit cost DAP Kyiv, USD** |
| --- | --- | --- | --- |
|
| **3.1** | **Tactical armor carriers (without removable main ballistic panels), with side protection and detachable protection for groin** | **1-10** |  |
| **3.2** | **11-20** |  |
| **3.3** | **21-30** |  |
| **3.4** | **30+** |  |

Payment terms 30 days accepted: ☐ Yes

**Form C: Technical Bid Form**

UNOPS E-Sourcing RFQ/2024/53619

Name of Bidder: [insert name of Bidder]

**A. Summary of Requirements for the provision of personal protective equipment for UNOPS Ukraine**

**UNOPS requirements are comprised of the following 3 (three) lots:**

**Lot 1 - Tactical armor carriers with main ballistic panels (removable), side protection, and detachable protection for groin**

**Lot 2 - Low-cut ballistic helmet**

**Lot 3 - Tactical armor carriers (without removable main ballistic panels), with side protection and detachable protection for groin**

1. **Requirements and technical specifications.**

**Lot 1 - Tactical armor carriers with main ballistic panels (removable), side protection, and detachable protection for groin**

| **N** | **UNOPS minimum technical requirements** | **Is Bid Compliant? Bidder to complete** | **Details of the offered goods. Bidder to complete** |
| --- | --- | --- | --- |
| **1** | **Tactical armor carriers with removable ballistic panels, side protection, and detachable protection for groin** |  | Please insert the model |
| 1.1 | Main ballistic panels are classified as hard armor panels | ☐ Yes ☐ No | Insert details |
| 1.2 | **Provide certificate that main ballistic panels have a rated level of protection “Type IV” in accordance with NIJ Standard 0101.06 or level of protection “6” in accordance with DSTU 8782:2018** | ☐ Yes ☐ No | Insert details |
| 1.3 | Main ballistic panels are classified as stand-alone panels | ☐ Yes ☐ No | Insert details |
| 1.4 | Main ballistic panels have curved shape | ☐ Yes ☐ No | Insert details |
| 1.5 | Main ballistic panels are lightweight (weight ranges from 4 pounds (1.8 kg) to 11.5 pounds (5 kg) depending on size) | ☐ Yes ☐ No | Insert details |
| 1.6 | Tactical armor carriers should be designed for use with removable main ballistic panels | ☐ Yes ☐ No | Insert details |
| 1.7 | Tactical armor carriers are compatible with main ballistic panels that have rated level of protection “Type IV” in accordance with NIJ Standard 0101.06 or level of protection “6” in accordance with DSTU 8782:2018 | ☐ Yes ☐ No | Insert details |
| 1.8 | Tactical armor carriers are compatible with main ballistic panels that have size 250x300mm | ☐ Yes ☐ No | Insert details |
| 1.9 | Tactical armor carriers have evacuation straps (emergency drag handles) on the rear side | ☐ Yes ☐ No | Insert details |
| 1.10 | Tactical armor carriers have VELCRO panels on the front and rear sides | ☐ Yes ☐ No | Insert details |
| 1.11 | Tactical armor carriers have MOLLE panels on the front and rear sides | ☐ Yes ☐ No | Insert details |
| 1.12 | Tactical armor carriers have a quick-release solution | ☐ Yes ☐ No | Insert details |
| 1.13 | Tactical armor carriers have at least 4 adjustment points (one on each shoulder and one on each side in the lower part of a plate carrier) | ☐ Yes ☐ No | Insert details |
| 1.14 | Tactical armor carriers have internal mesh lining to improve ventilation | ☐ Yes ☐ No | Insert details |
| 1.15 | Tactical armor carriers (without main ballistic panels, side, groin, and neck protection) are lightweight (not more than 2 kg). | ☐ Yes ☐ No | Insert details |
| 1.16 | Tactical armor carriers are made in one of the following colors: blue (preferable), black, or grey | ☐ Yes ☐ No | Insert details |
| 1.17 | Tactical armor carriers are made in the following sizes: S, M, L, and XL | ☐ Yes ☐ No | Insert details |
| 1.18 | Tactical armor carriers have side protection | ☐ Yes ☐ No | Insert details |
| 1.19 | Side protection has a rated level of protection “Type IIIa” in accordance with NIJ Standard 0101.06or level of protection “2” in accordance with DSTU 8782:2018 | ☐ Yes ☐ No | Insert details |
| 1.20 | Tactical armor carriers have detachable groin protection | ☐ Yes ☐ No | Insert details |
| 1.21 | Detachable groin protection has a rated level of protection “Type IIIa” in accordance with NIJ Standard 0101.06or level of protection “2” in accordance with DSTU 8782:2018 | ☐ Yes ☐ No | Insert details |
| 1.22 | Tactical armor carriers have flame resistance - any (preferable according to standard BS 6941:2003) |  |  |
| **2** | **General requirements** |  |  |
| 2.1 | All the mentioned equipment should be new. | ☐ Yes ☐ No | Insert details |
| 2.2 | Bid includes the brand/model of the goods and the manufacturer's technical literature/catalog, all confirming that the offered items comply with the required specifications | ☐ Yes ☐ No | Insert details |
| 2.3 | **Warranty:** at least soft armor 5 years and for hard armor 10 years, carrier at least 1 year | ☐ Yes ☐ No | Insert details |
| 2.4 | Technical documentation for maintenance and repair of the supplied goods. The minimum set of technical documents to be provided with each piece of equipment delivered is the following: • User Manual and Operating Instructions (in Ukrainian or English) • Technical Certificate/maintenance guidelines (in Ukrainian or English) The Bidder is required to confirm the list and contents of documentation to be provided together with the Goods at the delivery. All tags/labels on the equipment shall be in English or Ukrainian language. | ☐ Yes ☐ No | Insert details |
| 2.5 | Bid includes the Country of origin of the goods. | ☐ Yes ☐ No | Insert details |

**C. 1. Delivery requirements for Lot 1**

| **UNOPS Requirements** | | **Is the bid compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Delivery time** | Bidder shall deliver the goods as soon as possible **but not later than 30 days after PO issuance. Please indicate the delivery time in your Quotation**. | ☐Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | DAP Customs cleared Incoterms 2020 (delivered at place) Kyiv, Ukraine, net of any direct taxes, customs duties, or indirect taxes. | ☐Yes ☐ No | Insert details |
| **Consignee details** | 2nd floor, 9B, Mykhaila Hrushevskoho str., BC SUMMIT, Kyiv, Ukraine. | ☐Yes ☐ No | Insert details |
| **Acceptance** | Bidder shall remain liable for the packing and consistency of the items supplied for the period of shipment and acceptance for use. Any items found unacceptable shall be returned and changed at no cost to UNOPS. | ☐Yes ☐ No | Insert details |
| **Packing standards** | Bidder shall ensure the best international packing standards of goods supplied, including the use of eco-friendly packing materials. | ☐Yes ☐ No | Insert details |

**Lot 2 - Low-cut ballistic helmet**

| **N** | **UNOPS minimum technical requirements** | **Is Bid Compliant? Bidder to complete** | **Details of the offered goods. Bidder to complete** |
| --- | --- | --- | --- |
| **1** | **Low-cut ballistic helmet with rated level of protection “Type IIIa” (in accordance with NIJ Standard 0106.01) or level of protection “1” (or higher) in accordance with DSTU 8835:2019** |  | Please insert the model |
| 1.1 | Ballistic helmet is made from Kevlar (preferable), aramid or ultrahigh molecular weight polyethylene | ☐Yes ☐ No | Insert details |
| 1.2 | **Provide a certificate that the ballistic helmet has a rated level of protection “Type IIIa” in accordance with NIJ Standard 0106.01 (modified) or level of protection “1” (or higher) in accordance with DSTU 8835:2019** | ☐Yes ☐ No | Insert details |
| 1.3 | Ballistic helmet has one of the following designs: PASGT, MICH, ACH, or ECH | ☐Yes ☐ No | Insert details |
| 1.4 | Ballistic helmet provides coverage “low cut” | ☐Yes ☐ No | Insert details |
| 1.5 | Ballistic helmet has at least 4 points suspension system | ☐Yes ☐ No | Insert details |
| 1.6 | Harness system of the ballistic helmet has a quick-release buckle | ☐Yes ☐ No | Insert details |
| 1.7 | Ballistic helmet is compatible with gas masks and communication devices (any type) | ☐Yes ☐ No | Insert details |
| 1.8 | Ballistic helmet is made in one of the following colors: blue (preferable) or black | ☐Yes ☐ No | Insert details |
| 1.9 | Ballistic helmet has VELCRO panels | ☐Yes ☐ No | Insert details |
| 1.10 | Preferable: ballistic helmet has two side accessory rails, one per side | ☐Yes ☐ No | Insert details |
| 1.11 | Ballistic helmet has internal padding for comfort | ☐Yes ☐ No | Insert details |
| 1.12 | Ballistic helmets are offered in the following sizes: S, M, L, XL | ☐Yes ☐ No | Insert details |
| 1.13 | The weight of the ballistic helmet is 1.45 - 1.75 kg, depending on the size. | ☐Yes ☐ No | Insert details |
| **2** | **General requirements** | ☐Yes ☐ No | Insert details |
| 2.1 | All the mentioned equipment should be new. | ☐Yes ☐ No | Insert details |
| 2.2 | Bid includes the brand/model of the goods and the manufacturer's technical literature/catalog, all confirming that the offered items comply with the required specifications | ☐Yes ☐ No | Insert details |
| 2.3 | **Warranty:** at least 5 years (ballistic warranty), 1 year (parts warranty) | ☐Yes ☐ No | Insert details |
| 2.4 | Technical documentation for maintenance and repair of the supplied goods. The minimum set of technical documents to be provided with each piece of equipment delivered is the following: • User Manual and Operating Instructions (in Ukrainian or English) • Technical Certificate/maintenance guidelines (in Ukrainian or English) The Bidder is required to confirm the list and contents of documentation to be provided together with the Goods at the delivery. All tags/labels on the equipment shall be in English or Ukrainian language. | ☐Yes ☐ No | Insert details |
| 2.5 | Bid includes the Country of origin of the goods. | ☐Yes ☐ No | Insert details |

**C. 2. Delivery requirements for Lot 2**

| **UNOPS Requirements** | | **Is the bid compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Delivery time** | Bidder shall deliver the goods as soon as possible **but not later than 30 days after PO issuance. Please indicate the delivery time in your Quotation**. | ☐Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | DAP Customs cleared Incoterms 2020 (delivered at place) Kyiv, Ukraine, net of any direct taxes, customs duties, or indirect taxes. | ☐Yes ☐ No | Insert details |
| **Consignee details** | 2nd floor, 9B, Mykhaila Hrushevskoho str., BC SUMMIT, Kyiv, Ukraine. | ☐Yes ☐ No | Insert details |
| **Acceptance** | Bidder shall remain liable for the packing and consistency of the items supplied for the period of shipment and acceptance for use. Any items found unacceptable shall be returned and changed at no cost to UNOPS. | ☐Yes ☐ No | Insert details |
| **Packing standards** | Bidder shall ensure the best international packing standards of goods supplied, including the use of eco-friendly packing materials. | ☐Yes ☐ No | Insert details |

**Lot 3 - Tactical armor carriers (without removable main ballistic panels), with side protection and detachable protection for groin**

| **N** | **UNOPS minimum technical requirements** | **Is Bid Compliant? Bidder to complete** | **Details of the offered goods. Bidder to complete** |
| --- | --- | --- | --- |
| **1** | **Tactical armor carriers (without removable main ballistic panels), with side protection and detachable protection for groin** |  | Please insert the model |
| 1.1 | Tactical armor carriers should be designed for use with removable main ballistic panels | ☐Yes ☐ No | Insert details |
| 1.2 | Tactical armor carriers are compatible with main ballistic panels that have rated level of protection “Type IV” in accordance with NIJ Standard 0101.06 or level of protection “6” in accordance with DSTU 8782:2018 | ☐Yes ☐ No | Insert details |
| 1.3 | Tactical armor carriers are compatible with main ballistic panels that have size 250x300mm | ☐Yes ☐ No | Insert details |
| 1.4 | Tactical armor carriers have evacuation straps (emergency drag handles) on the rear side | ☐Yes ☐ No | Insert details |
| 1.5 | Tactical armor carriers have VELCRO panels on the front and rear sides | ☐Yes ☐ No | Insert details |
| 1.6 | Tactical armor carriers have MOLLE panels on the front and rear sides | ☐Yes ☐ No | Insert details |
| 1.7 | Tactical armor carriers have a quick-release solution | ☐Yes ☐ No | Insert details |
| 1.8 | Tactical armor carriers have at least 4 adjustment points (one on each shoulder and one on each side in the lower part of a plate carrier) | ☐Yes ☐ No | Insert details |
| 1.9 | Tactical armor carriers have internal mesh lining to improve ventilation | ☐Yes ☐ No | Insert details |
| 1.10 | Tactical armor carriers (without main ballistic panels, side, groin, and neck protection) are lightweight (not more than 2 kg). | ☐Yes ☐ No | Insert details |
| 1.11 | Tactical armor carriers are made in one of the following colors: blue (preferable), black, or grey | ☐Yes ☐ No | Insert details |
| 1.12 | Tactical armor carriers are made in the following sizes: S, M, L, and XL | ☐Yes ☐ No | Insert details |
| 1.13 | Tactical armor carriers have side protection | ☐Yes ☐ No | Insert details |
| 1.14 | Side protection has a rated level of protection “Type IIIa” in accordance with NIJ Standard 0101.06or level of protection “2” in accordance with DSTU 8782:2018 | ☐Yes ☐ No | Insert details |
| 1.15 | Tactical armor carriers have detachable groin protection | ☐Yes ☐ No | Insert details |
| 1.16 | Detachable groin protection has a rated level of protection “Type IIIa” in accordance with NIJ Standard 0101.06or level of protection “2” in accordance with DSTU 8782:2018 | ☐Yes ☐ No | Insert details |
| 1.17 | Tactical armor carriers have flame resistance - any (preferable according to standard BS 6941:2003) | ☐Yes ☐ No | Insert details |
| **2** | **General requirements** | ☐Yes ☐ No | Insert details |
| 2.1 | All the mentioned equipment should be new. | ☐Yes ☐ No | Insert details |
| 2.2 | Bid includes the brand/model of the goods and the manufacturer's technical literature/catalog, all confirming that the offered items comply with the required specifications | ☐Yes ☐ No | Insert details |
| 2.3 | **Warranty:** at least 1 year | ☐Yes ☐ No | Insert details |
| 2.4 | Technical documentation for maintenance and repair of the supplied goods. The minimum set of technical documents to be provided with each piece of equipment delivered is the following: • User Manual and Operating Instructions (in Ukrainian or English) • Technical Certificate/maintenance guidelines (in Ukrainian or English) The Bidder is required to confirm the list and contents of documentation to be provided together with the Goods at the delivery. All tags/labels on the equipment shall be in English or Ukrainian language. | ☐Yes ☐ No | Insert details |
| 2.5 | Bid includes the Country of origin of the goods. | ☐Yes ☐ No | Insert details |

**C. 3. Delivery requirements for Lot 3**

| **UNOPS Requirements** | | **Is the bid compliant?** Bidder to complete | **Details**  Bidder to complete |
| --- | --- | --- | --- |
| **Delivery time** | Bidder shall deliver the goods as soon as possible **but not later than 30 days after PO issuance. Please indicate the delivery time in your Quotation**. | ☐Yes ☐ No | Insert details |
| **Delivery place and Incoterms rules** | DAP Customs cleared Incoterms 2020 (delivered at place) Kyiv, Ukraine, net of any direct taxes, customs duties, or indirect taxes. | ☐Yes ☐ No | Insert details |
| **Consignee details** | 2nd floor, 9B, Mykhaila Hrushevskoho str., BC SUMMIT, Kyiv, Ukraine. | ☐Yes ☐ No | Insert details |
| **Acceptance** | Bidder shall remain liable for the packing and consistency of the items supplied for the period of shipment and acceptance for use. Any items found unacceptable shall be returned and changed at no cost to UNOPS. | ☐Yes ☐ No | Insert details |
| **Packing standards** | Bidder shall ensure the best international packing standards of goods supplied, including the use of eco-friendly packing materials. | ☐Yes ☐ No | Insert details |

**D. Inspections and tests (main tender, applicable for all lots)**

Any delivered item may on or after delivery be inspected and will be rejected if found not compliant with the requirements of the contract. Such rejected items shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with items that do comply with the requirements of the contract within 15 (fifteen) working days. Failing such removal, the rejected supplies shall be returned at the supplier's cost.

The offered goods and related services (if applicable) are in accordance with the required specifications and requirements specified in **Section II: Schedule of Requirements**.

☐ Yes ☐ No

ANY DEVIATION MUST BE LISTED BELOW:

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

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

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

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

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

**Form D: Previous Experience Form**

| UNOPS E-Sourcing RFQ/2024/53619 |
| --- |

Name of **RFQ Bidder**: [insert name of **RFQ 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 E: Vendor Information Form**

UNOPS E-Sourcing RFQ/2024/53619

Name of Vendor: [insert name of Vendor]

Date: [insert submission date]

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

| **Full legal name of Vendor** | [complete] |
| --- | --- |
| **What year was your firm/organisation established?** | [complete] |
| **Address of registered office** | [complete] |
| **Name of Vendor Representative** | complete] |
| **Has your firm/organisation ever filed or petitioned for bankruptcy?** (If YES, explain in detail the reasons why, filing date, and current status.) | [complete] |

1. **UNGM Registration and UNOPS Vendors**

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

If the Vendor 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 Vendor may still Proposal even if not registered with the UNGM. However, if the Vendor is selected for Contract award, the Vendor 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 If yes, [insert UNOPS vendor ID] |

1. **Contact details of persons that UNOPS may contact for requests for clarification during Proposal 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 Quotation