

# **Request For Quotation (RFQ) for goods/services**

Supply of armoured doors

RFQ No: MAS-CAR-14-002

**Request For Quotation (RFQ)  
for Supply of armoured doors  
RFQ NO. MAS-CAR-14-002**

Date: 4 December 2014

UNOPS is accepting quotations from suppliers for supply of armoured doors. All interested parties must complete and return the attached price sheet to the following email addresses:

Sajia Wais - [sajiawa@unops.org](mailto:sajiawa@unops.org)

Gnenema Yaya Silue - [gnenemas@unops.org](mailto:gnenemas@unops.org)

## 1 Requirements and Price List (Annex A)

Quotations must be submitted by using the Requirements and Price List contained in Annex A.

## 2 Eligibility

Bidders must not be associated, or have 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 under this request for quotation.

All suppliers 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](#).

Bidders must not be under a declaration of ineligibility for corrupt and fraudulent practices published by UNOPS on its website. Bidders must meet the eligibility criteria as published on the [UNOPS website](#).

## 3 Currency

All prices shall be quoted in USD (United States Dollars).

UNOPS reserves the right not to reject any bids submitted in a currency other than the mandatory bidding currency stated above. UNOPS may accept bids submitted in another currency than stated above if the Bidder confirms during clarification of bids (1.18) in writing that it will accept a contract issued in the mandatory bid currency and that for conversion the official United Nations operational rate of exchange of the day of RFQ deadline as stated in the RFQ letter shall apply.

Regardless of the currency of bids received, the contract will always be issued and subsequent payments will be made in the mandatory bidding currency above.

## 4 Evaluation

UNOPS evaluates quotations based on the lowest priced technically compliant quotation received.

## 5 Delivery (for goods)

All items shall be delivered within 6 weeks DAP Bangui, Central African Republic.

## 6 Mobilization and duration (for services) – Not applicable

## 7 Quotations due

Bidders are responsible for the timely return of their quotation. All quotations must be received at the email address stated below no later than:

Date: 10 December 2014  
Time: 12:00 pm Bangui time (GMT+1)  
E-mail:  
[sajiawa@unops.org](mailto:sajiawa@unops.org)  
[gnenemas@unops.org](mailto:gnenemas@unops.org)

Quotations submitted shall be binding and valid for a period of 90 days from the due date stated herein. Any prices accepted during this period will be considered firm/fixed for the resulting purchase order.

UNOPS will award this requirement in total and will not accept any partial quotations. The supplier agrees to acknowledge the purchase order in the form provided upon award, under the terms and conditions stated therein, and for the agreed amount.

## 8 UNOPS General Conditions of Contract

Any order resulting from this RFQ exercise will be subject to the UNOPS General Conditions of Contract available for goods, small services and services at the following addresses:

<http://www.unops.org/SiteCollectionDocuments/Procurement/UNOPS%20General%20Conditions%20for%20Goods.pdf>

<http://www.unops.org/SiteCollectionDocuments/Procurement/GCCs%20For%20Professional%20Services.pdf>

<http://www.unops.org/SiteCollectionDocuments/Procurement/Conditions-of-services-below50K.pdf>

## 9 Clarifications

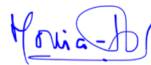
Suppliers with questions or requests for clarification are encouraged to send questions by email to the email address above promptly in order to allow time for the provision of a written response. Explanations or interpretations provided by personnel other than the above named contact person, will not be considered binding or official.

## 10 Quotation form (Annex B)

The attached Quotation Form must be completed and signed. Suppliers shall return the completed and signed Quotation Form with their quotation.

**Approved by:** 12/4/2014  
**Date:**

\_\_\_\_\_  
Monica Siles, Deputy Director Support, GPSO, PSC



## ANNEX A

### Requirements and Price List

The following documents form part of this RFQ and must be completed and returned with your offer:

CONTRACTOR AGREES TO SUPPLY ALL GOODS AND/OR PERFORM ALL WORK AS SPECIFIED IN THIS BID AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THIS BID AT THE PRICES QUOTED ON THIS FORM.

#### Item 1: Armoured door

UNOPS's minimum Technical Requirements	Please fill in
Product name, type, model: Specify	
Armoured door fabricated with 6mm outer plate	
Wall Opening of 1935mm x 830mm	
4 bolts, 4 dog bolts	
7 lever key lock	
20mm overlap on door	
door frame included	
Fabricated with internal issue gate door	
sliding bolt to lock with 50mm expanded steel mesh frontage	
Non-deteriorating insulation material	
Rustproof undercoat for final painting	

The products offered are in accordance with the specifications and requirements

\_\_\_\_ Yes

\_\_\_\_ No

Any deviation must be listed below:

---

---

---

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

Note: All delivery terms refer to Incoterms 2010.

<b>QUOTATION</b>						
<b>BIDDER'S TOTAL PRICES (Price &amp; Currency to be entered by Bidder):</b>						
TOTAL FIRM FCA PRICE						
TOTAL FIRM DAP PRICE TO: United Nations Mine Action Service- MINUSCA- Bangui, Central African Republic						
<b>REQUESTED OFFER VALIDITY PERIOD FROM DATE OF OFFER SUBMISSION: 30 Days</b>						
<b>BIDDER'S UNIT PRICES (Price &amp; Currency to be entered by Bidder):</b>						
ITEM	DESCRIPTION	QTY	CURRENCY:			
			UNIT PRICE FCA	UNIT PRICE DAP	TOTAL PRICE FCA	TOTAL PRICE DAP
1.	Armoured door	20				
<b>BIDDER'S DISCOUNT FOR ACCELERATED PAYMENT</b>						
____ % of total firm price for each calendar day less than thirty (30) days						
<b><i>BIDDER'S DELIVERY DATA</i></b>						
COUNTRY OF ORIGIN OF OFFERED PRODUCTS:			ITEM 1			
FCA POINT(S) OF DELIVERY FOR OFFERED PRODUCTS:			ITEM 1			
DELIVERY TIME (FCA FROM DATE OF ORDER):			ITEM 1			
SHIPMENT DIMENSIONS OF OFFERED PRODUCTS (INCLUDING PACKAGE):				GROSS WEIGHT	TOTAL VOLUME	CONTAINERS (if applicable):
						Number      Size
			ITEM 1			

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

The Quotation Form must be completed, signed and returned to UNOPS. The quotations must be made in accordance with the instructions contained in this request.

UNOPS General Conditions of Contract will apply to any resulting purchase order/contract. A link to the UNOPS General Conditions of Contract is included in the RFQ document.

The undersigned, having read the terms and conditions of Quotation No. RFQMAS-CAR-14-002 set out in the attached document, hereby offers to supply the goods specified in the RFQ at the price or prices quoted, in accordance with any specifications stated, and subject to the terms and conditions set out or specified in the bid document.

I, the undersigned, declare that:

- a) Our firm and our personnel have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS.
- b) 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.
- c) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by UNOPS, in accordance with clause 2, Eligibility.
- d) 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, \_\_\_\_\_ (name of signing official), certify that I am \_\_\_\_\_ (position) of \_\_\_\_\_ (legal name of company); that by signing this RFQ bid for and on behalf of \_\_\_\_\_ (legal name of company) I am certifying that all information contained herein is accurate and truthful and that the signing of this bid is within the scope of my powers.

\_\_\_\_\_  
(Signature)                      \_\_\_\_\_  
(Name)                                      \_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

Provide the name and contact information for the primary contact from your company for this quotation:

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

Mailing address (street name/number/city/town/province/state): \_\_\_\_\_

Tel. no: Fax no:

Email address:

Offer valid until: (date) Must be at least (X) days

Currency of offer: (state currency)      Payment terms 30 days accepted: ☐

Are you a UNOPS registered vendor? ☐ Yes ☐ No If yes, provide vendor number: \_\_\_\_\_

BIDDERS ARE RESPONSIBLE FOR THE TIMELY DELIVER OF THE QUOTATION.

**Quotes are due on 10 December 2014 at 12:00pm Bangui Time (GMT+1)**



UNOPS Headquarters  
Marmorvej 51  
P.O. Box 2695  
2100 Copenhagen  
Denmark  
Tel: +45 45 33 75 00  
Fax: +45 45 33 75 01