**Annex 2**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION[[1]](#footnote-1)**

***(This Form must be submitted only using the Supplier’s Official Letterhead/Stationery[[2]](#footnote-2))***

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. RFQ/014/2017:

**TABLE 1: Offer to Supply Goods Compliant with Technical Specifications and Requirements**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description/Specification of Goods** | **Quantity** | **Latest Delivery Date** | **Unit Price** | **Total Price per Item** |
| 1. | Trailed orchard sprayer | 1 (one) |  |  |  |
|  | Additional equipment to the sprayer - **Handheld sprayer with 20 meters hydraulic hose** to reach tight spaces. | 1 (one) |  |  |  |
|  |  |  |  |  |  |
|  | **Total Prices of Goods[[3]](#footnote-3) (CIP Tashkent)** | | | |  |
|  | Add : Cost of Transportation | | | |  |
|  | Add : Cost of Insurance | | | |  |
|  | Add : Other Charges (pls. specify) | | | |  |
|  | **Total Final and All-Inclusive Price Quotation** | | | |  |
|  | Estimated weight/volume/dimension of the Consignment: | | | |  |
|  | Country/ies Of Origin[[4]](#footnote-4): | | | |  |

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

**TABLE 2 : Offer to Comply with Other Conditions and Related Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Information pertaining to our Quotation are as follows :** | **Your Responses** | | |
| ***Yes, we will comply*** | ***No, we cannot comply*** | ***If you cannot comply, pls. indicate counter proposal*** |
| Delivery Lead Time (as soon as possible but no later than sixty (60) calendar days from the day of signature of the Purchase Order (PO) by both parties). |  |  |  |
| Warranty and After-Sales Requirements |  |  |  |
| 1. Standard manufacturer’s warranty for minimum period of 12 months. Instruction on application of warranty conditions in case of emergency is a must. |  |  |  |
| 1. Brand new replacement if Purchased Unit is beyond repair during 1 month after delivery. |  |  |  |
| 1. Technical support. Distance technical support shall be provided during one year from the time of delivery excluding when warranty conditions are applied. |  |  |  |
| All documentations, including catalogs, instructions and operating/user manuals shall be in English and Russian (preferred) languages. |  |  |  |
| Validity of Quotation (60 days) |  |  |  |
| Payment terms:  **To Local Supplier (Company registered in Uzbekistan):**  15% prepayment of the contract price upon its signing by both parties;  85% final payment will be paid by bank transfer to the Supplier’s account upon delivery and signing of the certificate of acceptance by UNDP;  **To Foreign Suppliers (Company with registration outside of Uzbekistan):**  in USD: 100% payment will be by bank transfer to the Supplier’s account after delivery and signing of the certificate of acceptance by UNDP. |  |  |  |
| Copy of valid certificate of quality/conformity for the goods (ISO 9001 certificate or equivalent certificate issued by recognized international body). |  |  |  |
| Obligation to provide at the request of UNDP balance sheet and financial statement for the past 2 years (2015 and 2016), certified/verified by the third party, such as a tax authority, the auditing company or other similar institutions. |  |  |  |
| Acceptance of All Provisions of the UNDP General Terms and Conditions |  |  |  |

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

We hereby declare of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List.

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

**TABLE 3 -- List of similar performed contracts during the last 3 years**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Description of supply contract | Client | Contract Value | Status or Date Completed | References Contact Details (Name, Phone, Email) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**TABLE 4 - Company Background Information**

***Each legal entity submitting the quotation shall complete the form:***

|  |  |  |
| --- | --- | --- |
|  | *Name of Offeror:*  *Area of activities of the company:* |  |
|  | *Legal address and address on which the office of the company is located:* |  |
|  | *Telephone number:* | *e-mail:* |
|  | *Fax Number:* | *Contact Person:* |
|  | *Place and Country of Registration:* | *Date of Registration:* |
|  | *Name of Body Issuing registration certificate:* | |
|  | *Name and Position of the Head of Company/Organization:* | |
|  | *Contact Person under the Offer:* | |
|  | *Bank Details:* | |
|  | *Information on the founders and on co-owning /co-founding and other direct/indirect interests in other companies: specify the name of the founders, co-founders, attach copies of the first pages of statutory documents, indicate information about the presence of direct/indirect interests in other companies, if any.* | |
|  | *Information on a Manufacturer’s authorized agent (name, location, contact details) responsible for the provision of warranty and after sales servicing of goods:* | |
|  | *The number of permanent employees in the company:* | |

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

**Table 5 – Table of technical compliance of the offered goods**

|  |  |
| --- | --- |
| **Description / Specifications of Goods** (required) | Description / Specifications of Goods (offered)  ***Please indicate* *parameters of the offered goods*** |
| 1. **Trailed orchard sprayer** | ***Please indicate for the offered goods:***  ***Model:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***  ***Manufacturer:\_\_\_\_\_\_\_\_\_\_\_\_\_Country of origin:\_\_\_\_\_\_\_\_\_\_\_*** |
| * 1. Hot galvanized frame; |  |
| * 1. Polyethylene or polyester tank of 2000 liters; |  |
| * 1. External main tank load indicator; |  |
| * 1. Double-sided conveyor (column) with the height of 2.50 – 3.0 meters; |  |
| * 1. Inverted suction fan with diameter size of at least 70 cm and adjustable blades; |  |
| * 1. Availability of deflectors for air straightening; |  |
| * 1. Gearbox with two speeds plus neutral position; |  |
| * 1. At least 16 (sixteen) twin-head anti-drip, individually adjustable brass nozzles; |  |
| * 1. Hand-washing tank; |  |
| * 1. Circuit-rinsing (cleaning) device and tank; |  |
| * 1. Availability of central console to manage the spraying process that can be installed in the tractor cabin; |  |
| * 1. Suction filter with valve; |  |
| * 1. Diaphragms pump with the power of at least 100 l/min and at least 40 bar pressure; |  |
| * 1. Double hydraulic stirrer (agitator); |  |
| * 1. Double self-cleaning filters; |  |
| * 1. Mechanical brake; |  |
| * 1. Double joint cardan shaft; |  |
| * 1. Availability of upper air baffles to guide the air flow; |  |
| * 1. Adjustable drawbar; |  |
| * 1. Two-wheeled. |  |
| 1. Additional equipment to the sprayer - **handheld sprayer with 20 meters hydraulic hose** to reach tight spaces. | ***Please indicate for the offered goods:***  ***Model:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***  ***Manufacturer:\_\_\_\_\_\_\_\_\_\_\_\_\_Country of origin:\_\_\_\_\_\_\_\_\_\_\_*** |
| 1. **Other:**    1. All documentations, including catalogs, instructions and operating/user manuals shall be in English and Russian (preferred) languages. |  |
| * 1. Standard manufacturer’s warranty for minimum period of 12 months. Instruction on application of warranty conditions in case of emergency is a must. |  |
| * 1. Brand new replacement if Purchased Unit is beyond repair during 1 month after delivery. |  |
| * 1. Technical support. Distance technical support shall be provided during one year from the time of delivery excluding when warranty conditions are applied. |  |
| * 1. Copy of the quality certificate ISO 9001 or similar. |  |

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

1. *This serves as a guide to the Supplier in preparing the quotation and price schedule.*  [↑](#footnote-ref-1)
2. *Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes*  [↑](#footnote-ref-2)
3. *Pricing of goods should be consistent with the INCOTERMS indicated in the RFQ* [↑](#footnote-ref-3)
4. *If the country of origin requires Export License for the goods being procured, or other relevant documents that the country of destination may require, the supplier must submit them to UNDP if awarded the PO/contract.* [↑](#footnote-ref-4)