**Annex 2**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION**

***(This Form must be submitted only using the Supplier’s Official Letterhead/Stationery)***

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. **RfQ17/01526 Office furniture for the Bureau of Migration and Asylum in Balti (MIA Project) and UNDP Moldova Country Office:**

**Offer to Supply Goods Compliant with Technical Specifications and Requirements**

**LOT 1 – Office furniture for the Bureau of Migration and Asylum in Balti (MIA Project)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description/Specification of Goods** | **Quantity** | **Unit Price, USD (VAT excluded)** | **Total Price per Item USD, (VAT excluded)** | |
| **GROUND FLOOR** | | | | | |
| 1 | Office desk and Storage cabinet [1700 X 800 + 450 X 800] – [1] | 14 |  |  | |
| 2 | Table (modular) [1400 X 700] - [2] | 5 |  |  | |
| 3 | Bookcase [350 x 600] - [3] | 25 |  |  | |
| 4 | Wardrobe [368 x 600] - [4] | 12 |  |  | |
| 5 | Desk [2450 x 2625] - [5] | 3 |  |  | |
| 6 | Shelves for leaflets [130 x 486] - [6] | 5 |  |  | |
| 7 | Storage with drawers for printer [900x350] - [7] | 1 |  |  | |
| 8 | Desk for forms and documents - [8] | 1 |  |  | |
| 9 | Kinds corner set: plain colored puff chairs + round table - [9] | 1 |  |  | |
| 10 | Archive bookcase and wardrobe set - [10] | 1 |  |  | |
| 11 | Bookcase - [11] | 2 |  |  | |
| 12 | Kitchen furniture set (including 4 chairs) - [12] | 1 |  |  | |
| 13 | Wall protection panel | 21 |  |  | |
| **MANSARD** | | | | | |
| 14 | Office desk and Storage cabinet [1700 X 800 + 450 X 800] – [1] | 5 |  |  | |
| 15 | Table (modular) [1400 X 700] - [2] | 14 |  |  | |
| 16 | Bookcase [350 x 600] - [3] | 13 |  |  | |
| 17 | Wardrobe [368 x 600] - [4] | 10 |  |  | |
| 18 | Storage with drawers for printer [900x350] - [7] | 5 |  |  | |
| 19 | Director Desk set - [13] | 1 |  |  | |
| 20 | Conference table - [14] | 1 |  |  | |
| 21 | Furniture set for souvenirs and diplomas - [15] | 1 |  |  | |
| 22 | Archive - [16] | 1 |  |  | |
| 23 | Bookcase wall - [17] | 1 |  |  | |
| 24 | Bed [1100x2050] + Mattress [1000x2000] +Nightstand [500x450] set - [18] | 4 |  |  | |
| 25 | Bed wall panel [500x450] - [19] | 2 |  |  | |
| 26 | Wardrobe + desk + puff chairs set - [20] | 2 |  |  | |
| 27 | Wall protection panel | 10 |  |  | |
|  | OTHER PRODUCTS: |  |  |  | |
| 28 | Office armchairs [21]  Chair on wheels / ergonomic backrest / black cloth | 23 |  |  | |
| 29 | Office chairs [22] | 97 |  |  | |
| 30 | Display Stand for brochures [23] | 1 |  |  | |
|  | **Total Prices of Goods[[1]](#footnote-1)** | | | |  |
|  | Add: Cost of Transportation | | | |  |
|  | Add: Cost of Assembling and Installation | | | |  |
|  | Add: Other Charges (pls. specify) | | | |  |
|  | **Total Final and All-Inclusive Price Quotation USD, VAT excluded** | | | |  |

**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 **21 calendar days** |  |  |  |
| Warranty and After-Sales Requirements: |  |  |  |
| Minimum two (2) years warranty on both parts and labor |  |  |  |
| Validity of Quotation |  |  |  |
| 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.

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

*[Designation]*

*[Date]*

1. *Pricing of goods should be consistent with the INCO Terms indicated in the RFQ* [↑](#footnote-ref-1)