**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. **“RfQ17/01544 – Provision of technical design services for the National Coordination Center - MIA Project”**

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description/Specification of Services** | **Quantity** | **Latest Delivery Date** | **Unit Price**  **(USD), VAT exclusive** | **Total Price**  **(USD), VAT exclusive** |
|  |  |  |  |  |  |
|  | **Reconstruction of National Coordination Centre** |  |  |  |  |
| 1 | Technical expertise of the premises including the elaboration of relevant technical solutions | 1 |  |  |  |
| 2 | Development of the topographic study, including for the required engineering networks | 1 |  |  |  |
| 3 | Detailed technical design for performing the reconstruction of the premises, including all required internal networks | 1 |  |  |  |
| 4 | Development and verification of Bill of Quantities by the Authorized/Licensed Expert | 1 |  |  |  |
| 5 | Technical/Ecological Expertise | 1 |  |  |  |
| 6 | Verification of the designs and Bill of Quantities by independent Authorized/Licensed Experts | 1 |  |  |  |
| 7 | Detailed Author’s Supervision | 1 |  |  |  |
|  | **TOTAL** |  |  |  |  |
|  | Add: Other Charges (pls. specify) | | | |  |
|  | **Total Final and All-Inclusive Price Quotation** | | | |  |

**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 |  |  |  |
| 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. *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)