**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. **RfQ18/01816**:

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

**LOT 1: Office furniture for the National Institute of Justice**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item No.** | **Description/ Specification of Goods** | **Quantity** | **Total Price per Item, USD (VAT 0%)** |
| **ITEM 1** |
| ***Office room No. 1*** |
| P1 | Cupboard *(Шкаф)* | 1 |  |
| P2 | Chest of drawers *(Комод)* | 1 |  |
| P3 | Bookcase *(Библиотека)* | 1 |  |
| P4 | Desk *(Стол)* | 1 |  |
| P5 | Radiator screen 1160x770 mm *(Экран на радиатор)* | 1 |  |
| P6 | Radiator screen 1220x770 mm *(Экран на радиатор)* | 1 |  |
| P7 | Radiator screen 1480x880 mm *(Экран на радиатор)* | 1 |  |
| ***Office room No. 2*** |
| P1 | Bookcase *(Библиотека)* | 1 |  |
| P2 | Cupboard *(Шкаф)* | 1 |  |
| P3 | Desk *(Стол)* | 1 |  |
| P4 | Radiator screen 910x860 mm *(Экран на радиатор)* | 1 |  |
| P5 | Radiator screen 1130x880 mm *(Экран на радиатор)* | 1 |  |
| ***Office room No. 3*** |
| P1 | Cupboard *(Шкаф 3-х дверный)* | 1 |  |
| P2 | Chest of drawer/door for the refrigerator *(Комод 6 выдвижных ящиков + дверь у холодильника)* | 1 |  |
| P3 | Cabinet *(Буфет 4-х дверный)* | 1 |  |
| P4 | Radiator screen 1320x890 mm *(Экран на радиатор)* | 1 |  |
| P5 | Radiator screen 1100x890 mm *(Экран на радиатор)* | 1 |  |
| ***Office room No. 4*** |
| P1 | Desk *(Стол)* | 1 |  |
| P2 | Bookcase *(Библиотека)* | 1 |  |
| P3 | Cupboard *(Шкаф)* | 1 |  |
| P4 | Table *(Журнальный стол)* | 1 |  |
| P5 | Console table *(Консоль)* | 1 |  |
| P6 | Radiator screen 1220x850 mm *(Экран на радиатор)* | 1 |  |
| P7 | Radiator screen 1230x850 mm *(Экран на радиатор)* | 1 |  |
| ***Office room No. 5*** |
| P1 | Bookcase *(Библиотека)* | 1 |  |
| P2 | Desk *(Стол)* | 1 |  |
| P3 | Cabinet/rack (Стеллаж) | 1 |  |
| P4 | Cupboard *(Шкаф)* | 1 |  |
| P5 | Radiator screen 1510x890 mm *(Экран на радиатор)* | 1 |  |
| ***Office room No. 6*** |
| P1 | Cupboard *(Шкаф)* | 1 |  |
| P2 | Cabinet *(Буфет)* | 1 |  |
| P3 | Radiator screen 1260x740 mm *(Экран на радиатор)* | 1 |  |
|  | **Total per ITEM 1** |  |
|  |
| **ITEM 2** |
| ***Kitchen room*** |
| P1 | Kitchen furniture *(Bucatarie)* | 1 set |  |
|  | **Total per ITEM 2** |  |
|  |
| **Item No.** | **Description/** **Specification of Goods** | **Quantity** | **Unit Price, USD****(VAT 0%)** | **Total Price per Item, USD (VAT 0%)** |
| **ITEM 3** |
| ***Simulation room*** |
| P1 | Desk - judge *(Masa judecatorilor)* | 1 |  |  |
| P2 | Desk - prosecutor and lawyer *(Masa procurorului si avocatului)* | 2 |  |  |
| P3 | Desk – secretary *(Masa secretarului)* | 1 |  |  |
| P4 | Tribune *(Tribuna)* | 1 |  |  |
| P5 | Balustrade *(Balustrada)* | 2 |  |  |
| ***Multifunctional room*** |
| P4 | Tribune *(Стол-трибуна)* | 2 |  |  |
| P5 | Meeting table *(Стол для заседаний)* | 2 |  |  |
|  | **Total per ITEM 3** |  |
|  |
|  | **Total Prices of Goods[[3]](#footnote-3)** |  |
|  |  Add : Cost of Transportation  |  |
|  |  Add : Cost of Installation |  |
|  |  Add : Cost of Insurance |  |
|  |  Add : Other Charges (pls. specify) |  |
|  | **Total Final and All-Inclusive Price Quotation** |  |

**LOT 2: Office furniture for the JOBCP Palanca**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item No.** | **Description/****Specification of Goods** | **Quantity** | **Unit Price, USD****(VAT 0%)** | **Total Price per Item, USD (VAT 0%)** |
| **ITEM 1** |
| P1 | Cupboard Type 1 *(Dulap Tip 1)* | 14 |  |  |
| P2 | Cupboard Type 2 *(Dulap Tip 2)* | 54 |  |  |
| P3 | Wardrobe *(Dulap pt haine)* | 6 |  |  |
| P4 | Chest of drawers Type 1 *(Dulap cu sertare tip 1)* | 8 |  |  |
| P5 | Desk with annex *(Masa cu anexa)* | 8 |  |  |
| P6 | Desk *(Masa 1.5)* | 16 |  |  |
| P7 | Desk *(Masa 1.2)* | 25 |  |  |
| P8 | Wooden bed *(Pat)* | 14 |  |  |
| P9 | Bedside table/nightstand *(Noptiera)* | 12 |  |  |
| P10 | Kitchen table *(Masa sufragerie)* | 8 |  |  |
| P11 | Meeting table *(Masa de sedinta)* | 8 |  |  |
| P12 | Kitchen furniture *(Bucatarie)* | 1 |  |  |
| P13 | Chest of drawers Type 2 *(Dulap cu sertare tip 2)* | 2 |  |  |
| P14 | Locker room chair *(Scaun vestiare)* | 12 |  |  |
| P15 | Locker *(Garderoba vestiare)* | 110 |  |  |
| P16 | Desk - vehicles control *(Masa control autoturisme)* | 12 |  |  |
| P17 | Desk Type 1 - trucks control *(Masa control TIR tip 1)* | 4 |  |  |
| P18 | Desk Type 2 - trucks control *(Masa control TIR tip 2)* | 4 |  |  |
| P19 | Desk – security entrance *(Masa paza intrare)* | 2 |  |  |
| P20 | Office armchair *(Scaun de lucru)* | 97 |  |  |
| P21 | Chair *(Scaun)* | 46 |  |  |
| P22 | Kitchen chair *(Scaun sufragerie)* | 24 |  |  |
| P24 | Wall protection panels *(Panouri de protectie):* |  |
|  | 1. *800x300 mm*
 | 1 |  |  |
| 1. *1200x300 mm*
 | 2 |  |  |
| 1. *1300x300 mm*
 | 1 |  |  |
| 1. *1400x300 mm*
 | 3 |  |  |
| 1. *1500x300 mm*
 | 8 |  |  |
| 1. *1600x300 mm*
 | 5 |  |  |
| 1. *1700x300 mm*
 | 2 |  |  |
| 1. *2000x300 mm*
 | 15 |  |  |
| 1. *500x300 mm*
 | 2 |  |  |
|  | **Total per ITEM 1** |  |
| **ITEM 2** |
| P23 | Metallic bench waiting area, 1 x 3 seats *(Scaune metalice sala de asteptare , 1 x 3 locuri)* | 4 |  |  |
|  | **Total per ITEM 2** |  |
|  |
|  | **Total Prices of Goods[[4]](#footnote-4)** |  |
|  |  Add : Cost of Transportation  |  |
|  |  Add : Cost of Installation  |  |
|  |  Add : Cost of Insurance |  |
|  |  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*** |
| Maximum delivery period not to exceed *45 calendar days* upon signature of the Purchase Order (PO):  |  |
| Warranty for a minimum period of 2 (two) years |  |  |  |
| Validity of Quotation *60 calendar days* |  |  |  |
| 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)
3. *Pricing of goods should be consistent with the INCO Terms indicated in the RFQ* [↑](#footnote-ref-3)
4. *Pricing of goods should be consistent with the INCO Terms indicated in the RFQ* [↑](#footnote-ref-4)