



REQUEST FOR QUOTATION NO. RFQ22/02569:

DEVELOPMENT OF A FUNCTIONAL EXTENSION OF INFORMATION SYSTEM ENERGY VULNERABILITY FUND “ELECTRO-APPLIANCES VOUCHER PROGRAM”

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP through “**Addressing the impact of the energy crisis in the Republic of Moldova**” Programme kindly requests your quotation for the provision of **RFQ22/02569: Development of a functional extension of Information System Energy Vulnerability Fund “Electro-appliances Voucher Program”** as detailed in line items section of this RFQ.

This Request for Quotation comprises the following documents:

- Section 1: This RFQ document generated by the online system
- Section 2: RFQ Instructions and Data (General and Special Instructions)
- Annex 1: Schedule of Requirements / Terms of Reference
- Annex 2: Quotation Submission Form
- Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents by the date and time indicated in the online portal. It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in Quantum NextGenERP supplier portal following this link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal (please log in using your username and password).

Follow the instructions in the user guide to search for the tender using search filters, namely

Negotiation ID: UNDP-MDA-00045

and subscribe to the tender in order to get notifications in case of amendments of the tender document and requirements.

In case you have never registered before, follow this link to register a profile:

[https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297
&_adf.ctrl-](https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_adf.ctrl-)



[state=azywmctp_1& afrLoop=6329722925931702& afrWindowMode=0& afrWindowId=null& afrFS=16& afrMT=screen& afrMFW=1042& afrMFH=575& afrMFDW=1280& afrMFDH=720& afrMFC=8& afrMFCI=0& afrMFM=0& afrMFR=144& afrMFG=0& afrMFS=0& afrMFO=0](#)

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Should you require further clarifications on the application through the Quantum online portal, kindly contact the Procurement Unit at sc.md@undp.org. Please pay attention that quotation shall be submitted online through the Quantum system and any quotation sent to the above email shall be disqualified.

Should you require further clarifications on the Request for Quotation, Schedule of Requirements or other requirements, kindly communicate using the messaging functionality in the portal.

Thank you and we look forward to receiving your quotation.

UNDP Moldova



SECTION 2: GENERAL INSTRUCTIONS

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or cancellation of the tender in the online portal.</p>
Deadline for the Submission of Quotation	<p>Deadline is indicated in the online portal.</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p>NextGenERP supplier portal following this link: http://supplier.nextgenerp.partneragencies.org/ using the profile you may have in the portal.</p> <p>Follow the instructions in the user guide to search for the tender using Negotiation ID. In case you have never registered before, follow this link to register a profile:</p> <p>https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_adf.ctrl-state=8godmwdd9_239&_afLoop=7321111756612874&_afWindowMode=0&_afWindowId=null&_af_rFS=16&_af_rMT=screen&_af_rMFW=1920&_af_rMFH=880&_af_rMFDW=1920&_af_rMFDH=1080&_af_rMFC=8&_af_rMFCI=0&_af_rMFM=0&_af_rMFR=96&_af_rMFG=0&_af_rMFS=0&_af_rMFO=0</p> <p>Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.</p> <ul style="list-style-type: none"> ▪ File Format: All attachments must be in PDF format unless otherwise instructed by UNDP. ▪ File names must be in Latin alphabet/keyboard and clearly indicate the content of the document to facilitate review. ▪ All files must be free of viruses and not corrupted.
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti</p>



Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
Currency of Quotation	<p>Quotations shall be quoted in the currency indicated in the portal.</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association. Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Price variation	<p>No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.</p>



Alternative Quotes	If alternative quote is permitted, it may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as “Main Quote” and “Alternative Quote” directly in the portal and in any supporting document as relevant.
Contact Person for correspondence, notifications and clarifications	Must be submitted directly in the portal using the messaging functionality. Any delay in UNDP’s response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Publication of Contract Award	UNDP will publish the contract awards on the websites of the COand the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.



SECTION 2: SPECIAL INSTRUCTIONS

General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to one of the General Conditions of Contract below as applicable in each case specified in the Requirements section</p> <p>Applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 calendar days</p> <p><input checked="" type="checkbox"/> Liquidates damages shall be imposed as follows: Percentage of contract price per week of delay: 2.5% up to a maximum of 10%, after which UNDP may terminate the contract.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in the requirements section.</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its ultimate beneficial owners, employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Language of quotation	<p>English or Romanian or Russian Including supporting documentation as applicable.</p>
Quotation validity period	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Not permitted</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p>
Payment Terms	<p><input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</p>
Conditions for Release of Payment	<p><input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements</p>
Clarifications	<p>Bidders must send their inquiries and requests for clarifications using the messaging functionality in the portal.</p> <p>PLEASE PAY ATTENTION: QUOTES SHALL NOT BE SUBMITTED TO ANY EMAIL ADDRESS BUT ONLY THROUGH THE PORTAL.</p> <p>Requests for clarification from bidders will not be accepted any later than 5 (five) days before the submission deadline. Responses to request for clarification will be communicated directly in the portal.</p>



<p>Documents to be submitted</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements / Terms of Reference in Annex 1. The <u>technical offer shall include approach methodology and timeline for activity implementation, hardware operating restrictions, estimated activities and their durations, methodology providing warranty, maintenance and support services (including owned facilities)</u> <input checked="" type="checkbox"/> Company Profile, including detailed description of the enterprise (experience, human resources, managerial and technical capacities in the field, etc.) and portfolio/previous corporate experience in similar fields related to the assignment <input checked="" type="checkbox"/> Copy of Company's Registration certificate <input checked="" type="checkbox"/> Official appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country <input checked="" type="checkbox"/> List and value of 3 (three) most relevant projects/ contracts completed for the last 5 (five) years including the following information: <ul style="list-style-type: none"> • Name of previous contracts • Client & Reference Contact • Details including active e-mail • Contract Value • Period of activity / Delivery period • Types of goods / equipment delivered <p>Copies of provided relevant projects/contract might be requested to be provided.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> CVs (signed by the envisaged personnel), together with attestation certificates (if applicable) and training attendance certificates (if applicable/ e.g. diplomas, certifications) (valid at the date of presentation) clearly stipulating the relevant experience which meets the listed requirements, of the Key personnel (mentioned in Annex 1: Schedule of Requirements / Terms of Reference). Description of the non-key staff involved in the project should be attached, if applicable <input checked="" type="checkbox"/> Quality Certificates (ISO, etc., if available); or other quality certification related to scope of the assignment (if available) <input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 3 (three) clients in terms of Contract value on delivery of similar services <input checked="" type="checkbox"/> Financial Statements (Income Statements and Balance Sheets) for the past 2 (two) years (2021, 2020)
<p>Evaluation method</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer
<p>Evaluation criteria</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Be a legally registered entity or a consortium of firms/organizations <input checked="" type="checkbox"/> Minimum 5 (five) years of experience in developing IT systems <input checked="" type="checkbox"/> Minimum 3 (three) contracts of similar or higher complexity successfully implemented in the past 5 (five) years, out of which at least 1 (one) complex solution for CPA and/or LPA in accordance with e-Government initiatives in the Republic of Moldova (copies/samples of the contracts/purchase orders might be requested to be provided). <input checked="" type="checkbox"/> Proposed key personnel with the minimum required academic and professional qualifications, proven by CVs submitted: <p>Key personnel 1: Project Manager</p> <ul style="list-style-type: none"> ■ Master's degree in information technology or other relevant fields (for studies in accordance with the Bologna Process) or a degree in information technology or other relevant fields (for studies in accordance with the Bologna Process) ■ At least 5 (five) years' experience in ICT software development ■ At least 2 (two) years of proven experience in managing projects of similar complexity in at least 2 (two) similar projects implemented during the last 2 (two) years ■ Experience in software life cycle ■ Relevant experience in business process analysis ■ Demonstrated deep understanding and proven experience with project management domain, ICT audit and software architecture (can be confirmed with relevant experience or



	<p>certifications PRINCE2, PMP, CISA, TOGAF, etc.)</p> <ul style="list-style-type: none"> ■ Knowledge of Romanian and English languages <p>Key personnel 2: System Architect/Business Analyst</p> <ul style="list-style-type: none"> ■ Bachelor's Degree in Information Technology or other relevant fields ■ At least 4 (four) years' experience in designing and conceptualizing software solutions and documenting business processes ■ Experience developed in the use of modern methodologies and approaches for information systems design and application of ICT standards and initiatives specific to the government and public sector of the Republic of Moldova ■ Participation in the given position in the implementation of at least 1 (one) similar project during the last 3 (three) years (explicitly indicated in the submitted CV) ■ Knowledge of the software life cycle and certification in software architecture and business analysis processes (can be confirmed with relevant experience or certifications TOGAF 9, CTA, CISA, CBAP, AAC, etc.) ■ Knowledge of Romanian and English languages <p>Key personnel 3: Lead Developer</p> <ul style="list-style-type: none"> ■ Bachelor's Degree in Information Technology or other relevant fields ■ At least 3 (three) years' work experience in the mentioned position ■ Participation in the given position in the implementation of at least 1 similar project during the last 3 (three) years (explicitly indicated in the submitted CV) ■ Recognized experience / certification related to the technological stack proposed for IS „EVF” ■ Knowledge of Romanian and English languages <p>Key personnel 4: Quality assurance engineer</p> <ul style="list-style-type: none"> ■ Bachelor's Degree in Information Technology or other relevant fields ■ At least 2 (two) years' work experience in the mentioned position ■ Participation in the given position in the implementation of at least 1 similar project during the last 2 (two) years (explicitly indicated in the submitted CV) ■ Knowledge of Romanian and English languages
<p>Type of Contract to be awarded</p>	<p><input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services)</p>
<p>Expected date for contract award</p>	<p>30 December 2022</p>

ANNEX 1: SCHEDULE OF REQUIREMENTS / TERMS OF REFERENCE

Please see the Terms of Reference attached as a separate document to this RFQ.



ANNEX 2: QUOTATION SUBMISSION FORM



Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ22/02569: Development of a functional extension of Information System Energy Vulnerability Fund "Electro-appliances Voucher Program"	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No if yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability	<input type="checkbox"/> Yes <input type="checkbox"/> No



through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues <i>(If yes, provide a Copy)</i>				
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: 3 (three) contracts of similar or higher complexity successfully implemented in the past 5 (five) years, out of which at least 1 (one) complex solution for CPA and/or LPA in accordance with e-Government initiatives in the Republic of Moldova <i>(copies of provided contracts might be requested to be provided)</i>				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.



Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, ultimate beneficial owners, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.



ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ22/02569: Development of a functional extension of Information System Energy Vulnerability Fund "Electro-appliances Voucher Program"	Date: Click or tap to enter a date.

Technical Offer

Provide the following:

- a brief description of qualification, capacity and expertise that is relevant to the Terms of Reference;
- approach methodology and timeline for activity implementation, hardware operating restrictions, estimated activities and their durations, methodology providing warranty, maintenance and support services (including owned facilities);
- list of proposed Key Personnel, their CVs and accreditation certificates;
- documents necessary to prove compliance with the qualifications for the Bidder and other documents listed at Section 2 "Documents to be Submitted".

Financial Offer

Provide a lump sum for the provision of the services stated in the Terms of Reference for your technical offer. The lump sum should include all costs of preparing and delivering the Services. All daily rates shall be based on an eight-hour working day.

Currency of the Quotation: US Dollars		
Ref	Description of Deliverables	Price, USD Excl. VAT
1.	Complete source code of the module and components required to compile the delivered program product	
2.	Test plan and internal test results (functional, integration, performance, loading, security)	
3.	Documents and reports related to the project management processes for the design, development and implementation of EVP Module. Design of the Voucher together with Program Disclaimer. Updates to the Technical Project (SRS+SDD).	
4.	User Manual for EVP Module and documentation for the deployment of the EVP Module	
5.	Update to IS EVF Administrator's Manual	
6.	Product packaged together with the Information System Energy Vulnerability Fund (EVF) of the Ministry of Labor and Social Protection	
Total Price		

Breakdown of Fees



Personnel / other elements	UOM	Qty	Unit Price, USD Excl. VAT	Total Price, USD Excl. VAT
I. Personnel				
1 (one) Project manager	day			
1 (one) System Architect / Business Analyst				
1 (one) Lead Developer				
1 (one) Quality assurance engineer				
.....				
II. Other Costs (as applicable)				
International flights				
Subsistence allowance				
Local Transportation				
Communication				
Other Costs: (please specify)				
Total				

Compliance with Requirements

Requirements	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation – 90 days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Full acceptance of the General Conditions of Contract	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.



<p><i>Exact name and address of company</i></p> <p>Company Name Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature: _____</p> <p>_____</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>
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