**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: | RfQ 24/02881 | 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? | | Yes  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):* | | Yes  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):* | | Yes  No | | |
| Does your Company have a written Statement of its Environmental Policy? *(If yes, provide a Copy)* | | Yes  No | | |
| Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues *(If yes, provide a Copy)* | | Yes  No | | |
| Is your company a member of the UN Global Compact | | Yes  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:**  **Minimum 2 similar contracts (in terms of type and volume of goods) undertaken in the past 3 (three) years** | | | | |
| **Name of previous contracts** | **Client & Reference Contact Details including e-mail** | **Contract Value**  *(insert currency)* | **Period of activity**  *(month, year)* | **Types of activities undertaken** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Bidder’s Declaration**

| **Yes** | **No** |  |
| --- | --- | --- |
|  |  | **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. |
|  |  | 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. |
|  |  | **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. |
|  |  | 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 wehave 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. |
|  |  | **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. |
|  |  | **Prohibitions and Sanctions:** l/We hereby declare that our firm, ultimate beneficial owners, 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. |
|  |  | **Bankruptcy**: l/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. |
|  |  | **Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity. |
|  |  | I/We understand and recognize that you are not bound to accept any Quotation you receive, and wecertify that the goods offered in our Quotation are new and unused. |
|  |  | 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**

**LOT1: Cahul Mayoralty**

*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: | RfQ 24/02881 | Date: Click or tap to enter a date. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Currency of the Quotation: MDL, VAT exclusive, for local suppliers, OR, USD, VAT exclusive, for international suppliers**  **INCOTERMS: DDP CAHUL** | | | | | |
| **Item No** | **Description** | **UOM** | **Qty** | **Unit price**  *[please specify currency]* | **Total price**  *[please specify currency]* |
| **1.** | **HARDWARE AND PERIPHERALS** |  |  |  |  |
| 1.1 | Computer All-in-One | Pcs. | 23 |  |  |
| 1.2 | File Storage (NAS/SAN for backup & file services) | Pcs. | 1 |  |  |
| 1.3 | Multi-Function Unit A3 colour | Pcs. | 2 |  |  |
| 1.4 | Monochrome Laser Multifunction Printer | Pcs. | 4 |  |  |
| 1.5 | Uninterruptible Power Supply (UPS) | Pcs. | 12 |  |  |
| **2.** | **SOFTWARE** |  |  |  |  |
| 2.1 | Microsoft Office Home and Business 2021 | Pcs. | 23 |  |  |
| Total Price | | | | |  |
| Transportation Price | | | | |  |
| Other Charges (specify) | | | | |  |
| **Total Final and All-inclusive Price** | | | | |  |

**Compliance with Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **You Responses** | | |
| **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Minimum Technical Specifications |  |  | Click or tap here to enter text. |
| Delivery Term (INCOTERMS) |  |  | Click or tap here to enter text. |
| Delivery Lead Time: up to 60 calendar days |  |  | Click or tap here to enter text. |
| Warranty and After-Sales Requirements |  |  | Click or tap here to enter text. |
| Validity of Quotation: 90 days |  |  | Click or tap here to enter text. |
| Payment terms |  |  | Click or tap here to enter text. |

**Other Information:**

|  |  |
| --- | --- |
| Estimated weight/volume/dimension of the Consignment: | Click or tap here to enter text. |
| Country/ies of Origin:  (*if export licence required this must be submitted if awarded the contract*) | 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. | |
| *Exact name and address of company*  Company NameClick or tap here to enter text.  Address: Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |

**ANNEX 3: TECHNICAL AND FINANCIAL OFFER – GOODS**

**LOT2: Ungheni Mayoralty**

*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: | RfQ 24/02881 | Date: Click or tap to enter a date. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Currency of the Quotation: MDL, VAT exclusive, for local suppliers, OR, USD, VAT exclusive, for international suppliers**  **INCOTERMS: DDP UNGHENI** | | | | | |
| **Item No** | **Description** | **UOM** | **Qty** | **Unit price**  *[please specify currency]* | **Total price**  *[please specify currency]* |
| **1.** | **HARDWARE AND PERIPHERALS** |  |  |  |  |
| 1.1 | Computer (workstations): | Pcs. | 16 |  |  |
| 1.2 | Monitor for PC | Pcs. | 17 |  |  |
| 1.3 | Multifunctional printer/scanner/copier | Pcs. | 3 |  |  |
| 1.4 | Colour Inkjet Printer | Pcs. | 1 |  |  |
| 1.5 | Storage Equipment | Pcs. | 6 |  |  |
| 1.6 | Uninterruptible Power Supply (UPS) | Pcs. | 16 |  |  |
| 1.7 | Random Access Memory (RAM) | Pcs. | 7 |  |  |
| 1.8 | File Storage (NAS/SAN for backup & file services) | Pcs. | 1 |  |  |
| **2.** | **SOFTWARE** |  |  |  |  |
| 2.1 | Operating System Windows 11 Pro 64Bit | Pcs. | 27 |  |  |
| 2.2 | Microsoft Office Home and Business 2021 | Pcs. | 32 |  |  |
| 2.3 | A 3-yearendpoint antivirus solution for 37 workstations that can manage server security policy directly | Set | 1 |  |  |
| Total Price | | | | |  |
| Transportation Price | | | | |  |
| Other Charges (specify) | | | | |  |
| **Total Final and All-inclusive Price** | | | | |  |

**Compliance with Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **You Responses** | | |
| **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Minimum Technical Specifications |  |  | Click or tap here to enter text. |
| Delivery Term (INCOTERMS) |  |  | Click or tap here to enter text. |
| Delivery Lead Time: up to 60 calendar days |  |  | Click or tap here to enter text. |
| Warranty and After-Sales Requirements |  |  | Click or tap here to enter text. |
| Validity of Quotation: 90 days |  |  | Click or tap here to enter text. |
| Payment terms |  |  | Click or tap here to enter text. |

**Other Information:**

|  |  |
| --- | --- |
| Estimated weight/volume/dimension of the Consignment: | Click or tap here to enter text. |
| Country/ies of Origin:  (*if export licence required this must be submitted if awarded the contract*) | 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. | |
| *Exact name and address of company*  Company NameClick or tap here to enter text.  Address: Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |

**ANNEX 4: TECHNICAL RESPONSIVENESS TABLE**

**LOT1: Cahul Mayoralty**

*Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form and 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: | RfQ 24/02881 | Date: Click or tap to enter a date. |

Bidders shall supplement the information provided in the tables below with detailed description of the offered goods, including design and Technical Data Sheets (including photos).

|  |  |  |  |
| --- | --- | --- | --- |
| **Item No** | **Technical requirements (Features at least)** | **Conformity**  (Yes/No) | **Offered Brand, Model and Exact**  **characteristics**  *(Technical characteristics should not be less/worse than those listed in Annex 1: Schedule of Requirements)* |
| 1 | **AIO Computer:**   * Form-factor: All-in-One (min24”, recommended 27”) * CPU: x64 min 4Core 3GHz * RAM: min 8GB * SSD: min 512GB * Integrated equipment: Video card, Web camera, Microphone, Speakers, Ethernet 100/1000Mbpx * I/O required ports: USB 2.x or 3.x – min 2 * OS: Windows 11 Pro (OEM)   **Warranty: minimum 2 years** |  |  |
| 2 | **File Storage (NAS/SAN for backup & file services)**   * CPU: min Atom, 4Core, 2.0GHz or more powerful * RAM: min 4GB * Disk slots: min 4; RAID 0,1,5,10 support mandatory * Interfaces: min 4x 100/1000 Ethernet (with link aggregation/failover support) * iSCSI support mandatory * Recommended min configuration: 4x2TB SSD in RAID 10   **Warranty: minimum 2 years** |  |  |
| 3 | **Multi-Function Unit A3 colour**   * No. of users: min. 15 * Ethernet 100/1000 Mbps * USB 2.0/3.0   Printer   * No. of pages/month: 50000 copies * Print speed: min 15 ppm * Resolution: 600 dpi   Scanner   * Support for network scanning * Resolution: 1200 dpi or more * Compatibility: TWAIN (mandatory)   Copier   * Copy speed: min 15 ppm * Resolution: 600 dpi * Multiple copy support * Image scaling support * Automatic document addition for scanning/copying * Double-sided copy/scan support * Double-sided printing support * Support for Active Directory integration * Support for sending documents via email (requires an integrated calendar with Active Directory integration capability) * Paper trays: A4, A3 * Consumables: two cartridge refill per 5000 black & white and 3500 colour pages   **Warranty: minimum 2 years** |  |  |
| 4 | **Monochrome Laser Multifunction Printer**   * Functions: Print, Copy, Scan * Speed: Up to 19 ppm * Resolution: Up to 1200 x 600 dpi * First Print Out Time: Approx. 8 seconds * Copy Features: ID Card Copy, 2-on-1 Copy, 4-on-1 Copy * Scan Resolution: Up to 600 x 600 dpi (Optical) * Media Handling: 150-sheet cassette, 100-sheet output, various sizes including A4, Legal, Letter, Envelope * Interface: USB 2.0 Hi-Speed * Compatibility: Windows, Mac OS X, Linux * Dimensions: Approx. 372 x 276 x 254 mm * Weight: Approx. 8.2 kg * Power Consumption: Max 960 W, Standby 1.6 W, Sleep Mode 0.8 W * Noise Level: Printing 6.47 B or less * Operating Environment: 10 to 30°C, 20 to 80% RH * Supplies: two Reserve Cartridges 137 (Yields approx. 2,400 pages)   **Warranty: minimum 2 years** |  |  |
| 5 | **Uninterruptible Power Supply (UPS)**   * UPS Transformer Type: Line-interactive * Output Power Capacity: 800 VA * Maximum Load: Up to 480 W * Input Voltage: 170~280 VAC * Number of Connectors: 2 Sockets * Output Connector Types: Schuko CEE 7/3   **Warranty: minimum 2 years** |  |  |
| 6 | Microsoft Office Home and Business 2021 |  |  |

|  |  |
| --- | --- |
| 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. | |
| *Exact name and address of company*  Company NameClick or tap here to enter text.  Address: Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |

**ANNEX 4: TECHNICAL RESPONSIVENESS TABLE**

**LOT2: UNGHENI MAYORALTY**

*Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form and 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: | RfQ 24/02881 | Date: Click or tap to enter a date. |

Bidders shall supplement the information provided in the tables below with detailed description of the offered goods, including design and Technical Data Sheets (including photos).

|  |  |  |  |
| --- | --- | --- | --- |
| **Item No** | **Technical requirements (Features at least)** | **Conformity**  (Yes/No) | **Offered Brand, Model and Exact**  **characteristics**  *(Technical characteristics should not be less/worse than those listed in Annex 1: Schedule of Requirements)* |
| 1 | **Computer (workstations):**   * Processor (CPU): min 6 cores/12 threads. Efficient-core base frequency for all cores - 2.6 GHz, maximum turbo frequency – 4.4GHzer. * RAM: 16GB DDR4 3200MHz, SSD: 500GB NVMe with Nand flash memory 3D MLC, Integrated graphics, Cooler up to 1600RPM, 120mm, PWM, min 95W, min 350g. * Network interface –1 Gbps RJ-45. * Power supply source: min 550W. Case 2xUSB2.0, 2xUSB3.0, cooler 12cm * Wireless keyboard/mouse – Eng/Ro/Ru layout, Tracking Optical, 800-1600 dpi.   **Warranty: minimum 2 years** |  |  |
| 2 | **Monitor for PC**   * Minimum 27”; * Screen resolution: min 1980x1080 at 75Hz * Response Time: ≤ 5 Ms. * Eye protection functions. * Interfaces: HDMI, VGA. * Certifications: CE/FCC * Power Supply: AC100~240V 50/60 Hz. * Suitable for continuous 24/7 operation.   **Warranty: minimum 3 years** |  |  |
| 3 | **Multifunctional printer/scanner/copier**   * Technology: Laser * Monochrome (black and white) * Print speed: up to 30 ppm (A4), 15 ppm (A3) * Print resolution: 1200 x 1200 dpi * Scanner resolution: 1200 x 1200 dpi * ADF (automatic document feeder) * Duplex printing * Connectivity: Ethernet RJ-45, USB, Wi-Fi * Paper size: Up to A3 , * Cartridge yield min. 40,000 copies at 5% expected coverage * min 7" colour touch screen * Operating memory: min 2 GB * ~~Toner Included~~ Two Reserve Toners Included   **Warranty: minimum 3 years** |  |  |
| 4 | **Colour Inkjet Printer:**   * Supported Paper Formats: A3+, A3, A4, A5, A6 * Paper Tray Capacity: Minimum 250 sheets input tray, 100 sheets output tray * Ink Technology: Advanced inkjet technology with separate ink cartridges for each colour * Printing Speed: 22 pages/min Monochrome, 22 pages/min Colour (plain paper 75 g/m²) * Printing Resolution: up to 5.760 x 1.440 DPI * Number of colours: 6-color or more ink system (CMYK + Light Cyan and Light Magenta or additional photo colours) * Cartridge Yield: Minimum yield of 3000 pages per cartridge for colour, 4000 pages for black (at 5% coverage) * Included Ink: ~~Starter~~ Two sets of cartridges included * Interfaces: USB, Wireless LAN IEEE 802.11a/b/g/n, Wi-Fi Direct * Compatible Operating Systems: Mac OS X 10.9.5 or later, Windows 7 or later   **Warranty: minimum 3 years** |  |  |
| 5 | **Storage Equipment**   * Form Factor: 2.5" SSD * Storage Capacity: 500GB * Interface: SATA 6 Gbit/s, backward compatible with SATA 3 Gbit/s and SATA 1.5 Gbit/s * Sequential Read Speed: Up to 560 MB/s * Sequential Write Speed: Up to 530 MB/s * Flash Memory Type: MLC (Multi-Level Cell)   **Warranty: minimum 3 years** |  |  |
| 6 | **Uninterruptible Power Supply (UPS)**   * UPS Transformer Type: Line-interactive * Output Power Capacity: 800 VA * Maximum Load: Up to 480 W * Input Voltage: 170~280 VAC * Number of Connectors: 2 Sockets * Output Connector Types: Schuko CEE 7/3   **Warranty: minimum 2 years** |  |  |
| 7 | **Random Access Memory (RAM)**  8GB DDR4 SDRAM 2666Mhz, PC4-21300,CL19, 1.2V |  |  |
| 8 | **File Storage (NAS/SAN for backup & file services)**   * CPU: min Atom, 4Core, 2.0GHz or more powerful * RAM: min 4GB * Disk slots: min 4; RAID 0,1,5,10 support mandatory * Interfaces: min 4x 100/1000 Ethernet (with link aggregation/failover support) * iSCSI support mandatory * Recommended min configuration: 2x500GB SSD enterprise + 2x8TB HDD up to 180 TB/yr workload rate   **Warranty: minimum 3 years** |  |  |
| 9 | Operating System Windows 11 Pro 64Bit |  |  |
| 10 | Microsoft Office Home and Business 2021 |  |  |
| 11 | A 3-yearendpoint antivirus solution for 37 workstations that can manage server security policy directly |  |  |

|  |  |
| --- | --- |
| 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. | |
| *Exact name and address of company*  Company NameClick or tap here to enter text.  Address: Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |