REQUEST FOR QUOTATION NO. RfQ26/03393:

Supply of Consumables for the National Air Quality Laboratory in the Republic of Moldova (2 Lots)

SECTION 1: REQUEST FOR QUOTATION (RFQ)

The United Nations Development Programme (UNDP) is implementing the Green Transition Project and is seeking quotation from a qualified companies to supply consumables for the National Air Quality Laboratory in the Republic of Moldova as detailed in line items section of this **Request for Quotation RFQ26/03393 "Supply of Consumables for the National Air Quality Laboratory in the Republic of Moldova (2 Lots)".**

This Request for Quotation comprises the following documents:

- Section 1: This RFQ document generated by the online system
- Section 2: General instructions
- Section 3: Special instructions
- Annex 1: Schedule of Requirements (including Annex A: Technical Specifications for Lot 1 and Lot 2)
- Annex 2: Quotation Submission Form
- Annex 3: Technical and Financial Offer (including Detailed Financial Offer for Lot 1 and Lot 2)
- Annex 4: Technical Responsiveness Table (Lot 1 and Lot 2)

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 the 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-MDA01150** 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/redwood/supplier-registration/register-supplier/register-supplier-verification?id=TUW16eK6qsD94MNMxATNMoYCOHny7FmchTkUZsdOqrAW4sy6L5xSAB033Q%3D%3D

Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: sc.md@undp.org. In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: sc.md@undp.org.

Computer firewall could block *oracle* or *undp.org extension* and Suppliers might not receive the Oracle notifications. Please turn down any firewalls on your computers to ensure receipt of email notification.

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 the bid shall be submitted online through the Quantum system and any bid sent to the above email shall be disqualified.

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

Deadline for Submission of Offers (Date and Time), which is visible in the online procurement system will be final. System will not accept submission of any bid after that date and time. It is the responsibility of the bidder to make sure that the bid is submitted prior to this deadline for submission.

Bidders are advised to upload bid documents and to submit their offer a day prior or well before the date and time indicated under the deadline for submission of Offers. Do not wait until last minute. If Bidder faces any issue during submitting offers at the last minutes prior to the deadline for submission, UNDP may not be able to assist on such a short notice and will not be held liable in such instance. UNDP will not accept any offer that is not submitted directly through the System.

Thank you and we look forward to receiving your quotation.

UNDP Moldova

SECTION 2: GENERAL INSTRUCTIONS

Introduction	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 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. 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.
Deadline for the Submission of Quotation	Deadline is indicated in the online portal. If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.
Method of Submission	Quotations must be submitted as follows: NextGenERP supplier portal following this link: http://supplier.nextgenerp.partneragencies.org/ using the profile you may have in the portal. 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: https://estm.fa.em2.oraclecloud.com/fscmUI/redwood/supplier-registration/register-supplier/register-supplier-verification?id=TUW16eK6qsD94MNMxATNMoYCOHny7FmchTkUZsdOqrAW4sy6L5xSAB033Q%3D%3D 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. ▪ 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 facilitated review. ▪ All files must be free of viruses and not corrupted.
Cost of preparation of quotation	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.

Supplier Code of Conduct, Fraud, Corruption,	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 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_andinvestigation.html#anti
Gifts and Hospitality	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.
Conflict of Interest	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. 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. 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.
Currency of Quotation	Quotations shall be quoted in the currency indicated in the portal.

Joint Venture, Consortium or Association	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.
Only one Bid	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: 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	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.
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 CO and 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 3: SPECIAL INSTRUCTIONS

General Conditions of Contract	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 Applicable GTC: ☒ **General Terms and Conditions / Special Conditions for Contract.** Applicable Terms and Conditions and other provisions are available at https://www.undp.org/procurement/business/how-we-buy
Special Conditions of Contract	☒ Cancellation of PO/Contract if the delivery/completion is delayed by 30 days ☒ **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 opt to terminate the contract.
Duties and taxes	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. All prices must: ☒ **be exclusive of VAT and other applicable indirect taxes**
Eligibility	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. 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. Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.
Language of quotation	☒ English or Romanian or Russian Including documentation.
Quotation validity period	Quotations shall remain valid for **90 (ninety) days** from the deadline for the Submission of Quotation.
Partial Quotes	☒ Permitted per LOT
Alternative Quotes	☒ Not permitted
Payment Terms	☒ 100% within 30 days after receipt of goods, services, works (if applicable) and submission of payment documentation.

Currency	Prices shall be quoted only in the currency indicated in the system: • **USD (United States Dollars)** – applicable to both international and local Bidders; or • **MDL (Moldovan Leu)** – applicable to local Bidders only. Local Bidders may submit their financial offers either in **USD** or **MDL**, at their discretion. For the comparation of the financial offer, at the stage of evaluation, all bids will be transferred to US Dollars based on UN Operational Rate of Exchange on the day of deadline of the competition: https://treasury.un.org/operationalrates/OperationalRates.php UNDP shall not be kept liable for any fluctuations of the exchange market during contract implementation, the Contractor being legally responsible to register any loss/gain of currency exchange resulting from payments against the Contract in accordance with the national legislation.
Liquidated damages	Will be imposed as follows: Percentage of contract price per week of delay: 2.5% up to a maximum of 10% of the Contract value, after which UNDP may opt to terminate the contract.
Conditions for Release of Payment	☒ Passing Inspection and Verification. ☒ Delivery Acceptance Act(s) signed, based on full compliance with RFQ requirements
Clarifications	Bidders must send their inquiries and requests for clarifications using the messaging functionality in the portal. PLEASE PAY ATTENTION: QUOTES SHALL NOT BE SUBMITTED TO ANY EMAIL ADDRESS BUT ONLY THROUGH THE PORTAL. Requests for clarification from bidders will not be accepted any later than **3 (three) days** before the submission deadline. Responses to request clarification will be communicated directly in the portal.
Documents to be submitted	☒ Annex 2: Quotation Submission Form duly completed and signed ☒ Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements ☒ Annex 4: Technical Responsiveness Table duly completed and signed ☒ Company Profile, including relevant portfolio/previous corporate experience in similar fields related to the assignment ☒ Copy of registration documents ☒ Income Statement and Balance Sheet for the past three years (2023-2025) ☒ List of completed and/or ongoing contracts for similar goods supplied within the past 3 (three) years including the following information: • Name of previous contracts • Client and reference Contact • Contact details, including e-mail • Contract Value and period of activity *Copies of relevant contracts provided might be requested during the evaluation process.* ☒ Product Data Sheet, catalogues and/or brochures for the offered goods, etc. ☒ Certificates of quality, conformity and compatibility where applicable ☒ Statement of Warranty for the goods offered in accordance with the Annex 1: Schedule

	of Requirements ☒ Statement of satisfactory performance/references from at least 2 (two) clients for similar assignments ☒ Environmental Compliance Certificates, Accreditations, if any ☒ Export/Import Licenses, if applicable.
Evaluation method	☒ The Contract will be awarded to the lowest price substantially compliant offer
Evaluation criteria (per Lot)	**Lot 1:** ☒ Full compliance with all requirements as specified in Annex 1 ☒ Full acceptance of the General Conditions of Contract ☒ Be a legally registered entity or a consortium of firms/organizations ☒ Minimum of 3 (three) years of experience in the field of supply of laboratory consumables and/or chemicals ☒ Minimum 1 similar contract for the supply of laboratory consumables and/or chemicals implemented within the past 3 (three) years **Lot 2:** ☒ Full compliance with all requirements as specified in Annex 1 ☒ Full acceptance of the General Conditions of Contract ☒ Be a legally registered entity or a consortium of firms/organizations ☒ Minimum of 3 (three) years of experience in the field of supply laboratory gases ☒ Minimum 1 similar contract for the supply of laboratory gases implemented within the past 3 (three) years
Type of Contract to be awarded	☒ Contract Face Sheet (Goods and-or Services)
Expected date for contract award	End of December 2026

ANNEX 1: SCHEDULE OF REQUIREMENTS

A. BACKGROUND

The Green Transition Project, financed by European Union and implemented by UNDP Moldova, aims to support the Government of Moldova to engage sustainably in a transformative green agenda by enhancing awareness, building capacities and encouraging investments into low-emission and resource efficient economy.

In April 2022, the Parliament of the Republic of Moldova adopted Law No. 98/2022 on air quality, marking a significant step towards aligning national environmental legislation with the European Union's regulatory framework. This law transposes into Moldovan legislation key EU directives in the field of air quality, most notably Directive 2008/50/EC on ambient air quality and cleaner air for Europe, and Directive 2004/107/EC relating to arsenic, cadmium, mercury, nickel, and polycyclic aromatic hydrocarbons in ambient air. The adoption of Law 98/2022 represents a foundational legislative advancement aimed at enhancing Moldova's institutional and technical capacity to assess, monitor, and manage air quality in a systematic and EU-compliant manner.

Under the provisions of Law 98/2022, the monitoring of air quality across the national territory should be ensured through the National Air Quality Monitoring Network. This network needs to be composed of air pollution monitoring stations dedicated to both national and cross-border air quality assessment and management. The network also needs to include the necessary technical infrastructure for the continuous collection, processing, and transmission of air quality data, thereby enabling the authorities to make informed decisions based on reliable and real-time environmental data.

Further advancing the regulatory framework, the Government of the Republic of Moldova approved in February 2025 the Regulation No. 63/2025 on the monitoring and management of atmospheric air quality. This regulation builds on the provisions of Law 98/2022 and provides a structured and comprehensive framework for air quality management. It establishes two integrated systems that form the backbone of national air quality governance: the National System for the Inventory of Atmospheric Pollutant Emissions and the National System for Integrated Monitoring and Management of Air Quality. The latter is designed to operate through a network of specialized monitoring stations that facilitate both domestic and cross-border air quality assessments. This system is managed by the Meteorology and Environmental Monitoring Authority and should be supported by modern equipment capable of capturing, processing, and disseminating air monitoring data. The system consists of 17 static monitoring stations, that operate on a fixed schedule, conducting air sample collections three times per day - at 07:00, 13:00, and 19:00. They measure a range of pollutants including particulate matter (PM), sulphur dioxide (SO_2), carbon monoxide (CO), nitrogen dioxide (NO_2), nitrogen oxides (NOx), soluble sulphates, phenol, and formic aldehyde.

To improve the technical robustness of Moldova's air quality monitoring network, UNDP, through the UNDP/EU Green Transition Project, is supporting the establishment of a modern, EU-aligned monitoring system through the delivery and installation of 10 advanced monitoring stations, each equipped with high-precision measurement and calibration instruments, as well as the upgrade of 2 existing stations. These will be installed as follows:

No	Location	Type of the station
1	Edinet	Urban Background

2	Balti	Traffic
3		Urban Background
4	Cahul	Urban Background
5	Leova	Rural Background with EMEP elements
6	Varnita	Urban Background
7	Chisinau/Ghidighici	Sub-Urban Background
8	Chisinau/Central sector	Urban Background
9	Chisinau/Botanica sector	Traffic
10	Chisinau/ Ciocana sector	Traffic

In addition to 10 listed above stations, 2 stations will be upgraded with the Green Transition project support:

No	**Location**	**Type of the station**
1	Mateuți	Rural background
2	Chișinău (Mihai Viteazul Boulevard)	Traffic

It is expected that the delivery and installation of the stations will be carried out during October 2026 - February 2027.

The new stations will be integrated into the National Air Quality Monitoring Network, which also includes the Air Quality Laboratory (AQL) as a core component.

Currently, the AQL is part of the National Reference Laboratory and conducts air quality monitoring through eight conventional AQMS stations (excluding stations located on the left bank of the Dniester). It monitors the following basic indicators: particulate matter, sulfur dioxide, carbon monoxide, nitrogen dioxide, and specific pollutants such as soluble sulfates, nitrogen oxide, phenol, and formaldehyde in the cities of Chisinau (6 monitoring stations) and Balti (2 monitoring stations).

The AQL is implementing European quality requirements and criteria by certifying, validating, and preparing methodologies for accreditation, in accordance with the international standard ISO/IEC 17025 for competence and quality management.

In the light of the upcoming deployment of new air quality monitoring stations, UNDP is also supporting the upgrading of the Air Quality Laboratory to ensure its full capacity to operate, validate, and manage the expanded monitoring network in line with EU requirements. In this regard, UNDP is procuring for the AQM Lab equipment comprising of (1) High-end analytical instruments, (2) General lab equipment and (3) Lab infrastructure and washing (procurement ongoing).

At the same time, to ensure the full functionality of the AQM Lab, consumables, chemicals and gases are required for the operation of the laboratory equipment and the performance of analytical work.

B. OBJECTIVE OF THE ASSIGNMENT

The general objective of the RfQ is to strengthen the national air quality monitoring infrastructure of the Republic of Moldova through the supply of consumables required to ensure full operation of the AQM laboratory equipment and the performance of analytical work.

The assignment will be implemented under the following two lots:

- **LOT 1 – Consumables and Chemicals**
- **LOT 2 – Gases**

C. PROJECT'S STAGES

The below stages are applicable per each LOT:

- **LOT 1 – Consumables and Chemicals**
- **LOT 2 – Gases**

Stage 1: Delivery of Consumables, Gases and Chemicals

Upon signature of the Contract with UNDP the Contractor shall proceed with the supply of the consumables, chemicals and gases. This shall include the provision of all required positions in accordance with **Annex A: Technical Specifications**.

Following customs clearance, the consumables, chemicals and gases shall be delivered to the premises of the Air Quality Laboratory of the Meteorology and Environmental Monitoring Authority, located at 134 Grenoble Street, Chisinau. The storage location for the delivered consumables, gases, and chemicals shall be indicated and ensured by the representatives of the Meteorology and Environmental Monitoring Authority.

During the implementation process, the Contractor shall work in close coordination with the UNDP Air Quality Technical Specialist and representatives of the Meteorology and Environmental Monitoring Authority to ensure delivery of the consumables, gases, and chemicals in full compliance with the contractual and technical requirements.

Stage 2: Inspection and Verification of Consumables, Gases and Chemicals

Following the delivery and storage of consumables, chemicals and gases, the Contractor shall support the inspection and verification process to confirm that the delivered items comply with the specifications, quantities, quality requirements, and other conditions stipulated in **Annex A: Technical Specifications.** During the inspection stage, the Contractor shall provide evidence of the validity period of the delivered gases and chemicals. **The remaining shelf life of the delivered chemicals and gases items shall be no less than 80% of the manufacturer's initially specified validity period.**

The inspection and verification process shall be conducted by the representatives of the Meteorology and Environmental Monitoring Authority and UNDP Air Quality Specialist with the participation of the Contractor's representative. The Contractor shall provide all necessary documentation related to the delivered items, including certificates of purity (for gases), certificate of quality (for gases and chemicals), certificate of traceability (for chemicals) and calibration certificates (where applicable).

In case of identified discrepancies, damages, shortages, or non-compliance with the technical specifications established in **Annex A:Technical Specifications**, the Contractor shall take the necessary corrective actions, including replacement or additional delivery of the respective items, within the timeframe agreed with UNDP.

Upon successful completion of the inspection and verification process, the delivered consumables, gases, and chemicals shall be accepted, and the Delivery Acceptance Act shall be signed by the Contractor, the UNDP Air Quality Technical Specialist, and the representative of the Meteorology and Environmental Monitoring Authority.

Validity period

Chemicals and gases required under the RfQ shall have a validity period sufficient to ensure their proper use during laboratory operations. **The remaining shelf life upon delivery shall be no less than 80% of the manufacturer's initially specified validity period.**

D. INFORMATION ABOUT THE AND LABORATORY SUPPLIES

All required consumables, chemicals and gases, as well as detailed technical specifications are indicated in **Annex A: Technical Specifications**.

E. MANAGEMENT ARRANGEMENTS

The Contract(s') monitoring will be carried out by the Policy and Legal Development Manager/Green Transition Project and Air Quality Technical Specialist/ Green Transition Project.

F. EXPECTED DELIVERABLES AND ESTIMATED TIMEFRAME

Expected deliverables and estimated timeframe:

LOT 1:

Deliverables, Description/Specification of Services	Estimated Delivery Date
Deliverable 1: Delivery Acceptance Act(s) signed as result of implementation of the **Stage 1: Delivery of Consumables and Chemicals** and **Stage 2: Inspection and Verification of Consumables and Chemicals**	Up to 4 months since the date of the contract signature

LOT 2:

Deliverables, Description/Specification of Services	Estimated Delivery Date
Deliverable 1: Delivery Acceptance Act(s) signed as result of implementation of the **Stage 1: Delivery of Gases** and **Stage 2: Inspection and Verification of Gases**	Up to 4 months since the date of the contract signature

Financial Arrangements:
Payment(s) will be carried out in one installment upon full completion of all contractual obligations and acceptance by UNDP.

Delivery Requirements

Delivery Requirements	
Delivery date and time	The Bidder shall deliver the goods within 4 months from the date of Contract signature.

Delivery Terms (INCOTERMS 2020)	DDP – Chisinau, Republic of Moldova
Customs clearance (must be linked to INCOTERM	☒ Supplier/Bidder UNDP shall provide a Tax Exemption letter for Customs clearance.
Exact Address(es) of Delivery Location(s)	**Meteorology and Environmental Monitoring Authority, 134 Grenoble Street, Chisinau.**
Warranty Period	The remaining shelf life of chemicals and gases upon delivery shall be no less than 80% of the manufacturer's initially specified validity period.

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:	**RfQ26/03393: Supply of Consumables for the National Air Quality Laboratory in the Republic of Moldova**	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	☐ Yes ☐ No

Environmental Policy? *(If yes, provide a Copy)*	
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:
LOT 1
Minimum 1 similar contract for the supply of laboratory consumables and/or chemicals implemented within the past 3 (three) years

Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value *(please insert currency)*	Period of activity *(month/ year)*	Types of activities undertaken

Previous relevant experience:
LOT 2
Minimum 1 similar contract for the supply of laboratory gases implemented within the past 3 (three) years

Name of previous contracts	Client & Reference	Contract Value	Period of activity	Types of activities undertaken

	Contact Details including e-mail	*(please insert currency)*	*(month/ year)*	

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 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.
☐	☐	**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 Organization's Point of Contact.
☐	☐	**Prohibitions and Sanctions:** I/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**: 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.
☐	☐	**Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.

Yes	No	
☐	☐	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.
☐	☐	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorized 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 – LOT 1

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:	**RfQ26/03393: Supply of Consumables for the National Air Quality Laboratory in the Republic of Moldova**	Date: Click or tap to enter a date.

Bidders must include all costs related to the performance of the services in their quotation price (delivery of all goods, transport costs, unloading at the delivery site, etc.)

Currency of the Quotation: USD (United States Dollars) – applicable to both international and local Bidders; or **MDL (Moldovan Leu)** – applicable to local Bidders only.

No.	Description	Unit	Total price, VAT 0% *(insert currency*
1.	Delivery Acceptance Act(s) signed as result of implementation of the Stage 1: Delivery of Consumables and Chemicals and Stage 2: Inspection and Verification of Consumables and Chemicals	Lump sum	
2	*Other costs if any (pls. specify)*		
	TOTAL and All-inclusive PRICE (VAT 0%) *[Please insert currency]*		

Bidders shall complete the Detailed Financial Offer (attached as a separate document) for all items under Lot 1. The total price offered for all items shall correspond to the Total and All-inclusive Price indicated in Annex 3. Offers that do not include prices for all items under Lot 1 shall be considered incomplete.

Compliance with Requirements

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): DDP	☐	☐	Click or tap here to enter text.
Delivery Lead Time: 4 months from the date of Contract signature.	☐	☐	Click or tap here to enter text.
Warranty:	☐	☐	Click or tap here to enter text.

The remaining shelf life of chemicals upon delivery shall be no less than 80% of the manufacturer's initially specified validity period.			
Validity of Quotation: 90 days	☐	☐	Click or tap here to enter text.
Payment terms	☐	☐	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 Name: Click 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 – LOT 2

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:	**RfQ26/03393: Supply of Consumables for the National Air Quality Laboratory in the Republic of Moldova**	Date: Click or tap to enter a date.

Bidders must include all costs related to the performance of the services in their quotation price (delivery of all goods, transport costs, unloading at the delivery site, etc.)

Currency of the Quotation: USD (United States Dollars) – applicable to both international and local Bidders; or **MDL (Moldovan Leu)** – applicable to local Bidders only.

No.	Description	Unit	Total price, VAT 0% *(insert currency*
1.	Delivery Acceptance Act(s) signed as result of implementation of the Stage 1: Delivery of Gases and Stage 2: Inspection and Verification of Gases	Lump sum	
2	*Other costs if any (pls. specify)*		
	TOTAL and All-inclusive PRICE (VAT 0%) *[Please insert currency]*		

Bidders shall complete the Detailed Financial Offer (attached as a separate document) for all items under Lot 2. The total price offered for all items shall correspond to the Total and All-inclusive Price indicated in Annex 3. Offers that do not include prices for all items under Lot 2 shall be considered incomplete.

Compliance with Requirements

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): DDP	☐	☐	Click or tap here to enter text.
Delivery Lead Time: 4 months from the date of Contract signature.	☐	☐	Click or tap here to enter text.
Warranty:	☐	☐	Click or tap here to enter text.

The remaining shelf life of gases upon delivery shall be no less than 80% of the manufacturer's initially specified validity period.			
Validity of Quotation: 90 days	☐	☐	Click or tap here to enter text.
Payment terms	☐	☐	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 Name: Click 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.