**Annex 2**

**FORM FOR SUBMITTING SUPPLIER’S QUOTATION[[1]](#footnote-1)**

***(This Form must be submitted only using the Supplier’s Official Letterhead/Stationery[[2]](#footnote-2))***

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. RfQ18/01799:

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Description/Specification of Goods** | **Quantity** | **Latest Delivery Date** | **Unit Price****(VAT free)** | **Total Price per Item****(VAT free)** |
| **Lot 1** |
| 1 | Gas food boiler | 2 |  |  |  |
| **Lot 2** |
| 1 | Machine for cutting boiled vegetables | 1 |  |  |  |
| 2 | Bread slicing machine | 1 |  |  |  |
| 3 | Electronic weighing scale 10-20 kg | 3 |  |  |  |
| 4 | Electronic weighing scale 150-300 kg | 3 |  |  |  |
| 5 | Electric potato peeler | 1 |  |  |  |
| **Lot 3** |
| 1 | Dishwashing machine | 1 |  |  |  |
| **Lot 4** |
| 1 | Self-service line (for soups, solid food and salad compartment) | 1 |  |  |  |
| 2 | Bread storage rack | 2 |  |  |  |
| 3 | Products storage rack | 2 |  |  |  |
| 4 | Work table for processing raw products | 4 |  |  |  |
| 5 | Work table for processing/ portioning cooked products | 2 |  |  |  |
| 6 | Table for food waste disposing | 1 |  |  |  |
| 7 | Single bowl sink / washbasin | 10 |  |  |  |
| 8 | Container for vegetable | 2 |  |  |  |
| 9 | Sink / washbasin | 4 |  |  |  |
| 10 | Rack | 6 |  |  |  |
| **Lot 5** |
| 1 | Shower cabin | 2 |  |  |  |
| **Lot 6** |
| 1 | Steam boiler | 4 |  |  |  |
|  | **Total Prices of Goods[[3]](#footnote-3)** |  |
|  |  Add: Cost of Transportation  |  |
|  |  Add: Cost of Insurance |  |
|  |  Add Other Charges (pls. specify) |  |
|  | **Total Final and All-Inclusive Price Quotation** |  |

**TABLE 2: Offer to Comply with Other Conditions and Related Requirements**

|  |  |
| --- | --- |
| **Other Information pertaining to our Quotation are as follows:** | **Your Responses** |
| ***Yes, we will comply*** | ***No, we cannot comply*** | ***If you cannot comply, pls. indicate counter proposal*** |
| Delivery Lead Time |  |  |  |
| Country/ies Of Origin[[4]](#footnote-4):  |  |  |  |
| Validity of Quotation |  |  |  |
| All Provisions of the UNDP General Terms and Conditions |  |  |  |
| Other requirements (*as per technical specs)* |  |  |  |

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

*[Name and Signature of the Supplier’s Authorized Person]*

*[Designation]*

*[Date]*

1. *This serves as a guide to the Supplier in preparing the quotation and price schedule.*  [↑](#footnote-ref-1)
2. *Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes*  [↑](#footnote-ref-2)
3. *Pricing of goods should be consistent with the INCO Terms indicated in the RFQ* [↑](#footnote-ref-3)
4. *If the country of origin requires Export License for the goods being procured, or other relevant documents that the country of destination may require, the supplier must submit them to UNDP if awarded the PO/contract.* [↑](#footnote-ref-4)