**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. RfQ18/01841:

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

(**please, select relevant table applicable for the LOT to be submitted)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **LOT 1** | | | | | | | |
| **Item No.** | **Description/Specification of Goods** | **Indicate parameters of the offered goods** | **Quantity** | **Latest Delivery Date** | **Unit Price, USD, VAT 0%** | **Total Price per Item, USD, VAT 0%** | |
| 1. | REFRIGERANTS RECYCLING AND RECOVERY UNIT | Model: Manufacturer:  Country of origin:  Documents confirming quality of the offered goods (type, number, validity of relevant certificate, etc.) | 2 |  |  |  | |
| 2. | SPARES KITS FOR REFRIGERANT RECOVERY UNIT |  | 2 |  |  |  | |
| 3. | PORTABLE CHARGING STATION (HC) |  | 2 |  |  |  | |
| 4. | SPARE KITS FOR PORTABLE CHARGING STATION (HC) |  | 2 |  |  |  | |
| 5. | PORTABLE RECOVERY STATION |  | 2 |  |  |  | |
| 6. | SPARE KITS FOR PORTABLE RECOVERY STATION |  | 2 |  |  |  | |
| 7. | HEAT PUMP CO2 |  | 1 |  |  |  | |
| Add : Cost of Transportation | | | | | | |  |
| Add : Cost of Insurance | | | | | | |  |
| Add : Other Charges (pls. specify) | | | | | | |  |
| **TOTAL Final and All-Inclusive Price Quotation for LOT 1** | | | | | | |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **LOT 2** | | | | | | | |
| **Item No.** | **Description/Specification of Goods** | **Indicate parameters of the offered goods** | **Quantity** | **Latest Delivery Date** | **Unit Price, USD, VAT 0%** | **Total Price per Item, USD, VAT 0%** | |
| 1. | MULTI-REFRIGERANT ANALYZER |  | 4 |  |  |  | |
| 2. | SPARE KITS FOR MULTI-REFRIGERANT ANALYZER |  | 4 |  |  |  | |
| 3. | PORTABLE ELECTRONIC WEIGHING SCALES |  | 2 |  |  |  | |
| 4. | DIGITAL VACUUM GAUGE |  | 2 |  |  |  | |
| 5. | INFRARED REFRIGERANT LEAK DETECTOR |  | 2 |  |  |  | |
| 6. | ELECTRONIC LEAK DETECTOR |  | 8 |  |  |  | |
| 7. | AMMONIA LEAK DETECTOR |  | 2 |  |  |  | |
| 8. | LEAK DETECTOR OF METHANE AND PROPANE |  | 2 |  |  |  | |
| Add : Cost of Transportation | | | | | | |  |
| Add : Cost of Insurance | | | | | | |  |
| Add : Other Charges (pls. specify) | | | | | | |  |
| **TOTAL Final and All-Inclusive Price Quotation for LOT 2** | | | | | | |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **LOT 3** | | | | | | | |
| **Item No.** | **Description/Specification of Goods** | **Indicate parameters of the offered goods** | **Quantity** | **Latest Delivery Date** | **Unit Price, USD, VAT 0%** | **Total Price per Item, USD, VAT 0%** | |
| 1. | HEAT PUMP CO2 |  | 1 |  |  |  | |
| Add : Cost of Transportation | | | | | | |  |
| Add : Cost of Insurance | | | | | | |  |
| Add : Other Charges (pls. specify) | | | | | | |  |
| **TOTAL Final and All-Inclusive Price Quotation for LOT 2** | | | | | | |  |

**TABLE 2 : Estimated Operating Costs (recommended consumables and spares including prices and details on local availability for a period of 2 years)\* for each Lot**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **List of Consumable Item/s** *(Include fast moving parts, if any)* | **Estimated Average Consumption** | **Unit of Measure** | **Unit Price** | **Total Price per Item** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

\* *These costs shall be quoted based on current prices at a local authorized service centre and shall be taken into*

*account by UNDP during the evaluation process to calculate the life cycle cost of the vehicle. These maintenance*

*services shall not be contracted by UNDP at this stage. The contract shall contain only the equipment, warranty, delivery and other related charges.*

**TABLE 3 : Offer to Comply with Other Conditions and Related Requirements (same for all LOTs)**

|  |  |  |  |
| --- | --- | --- | --- |
| **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 *(not later than 60 calendar days from the date of contract signature by both parties)* |  |  |  |
| Warranty and After-Sales Requirements |  |  |  |
| 1. Minimum 2 (two) year warranty on both parts and labor |  |  |  |
| 1. Service Unit to be Provided when the Purchased Unit is Under Repair |  |  |  |
| 1. Brand new replacement if Purchased Unit is beyond repair |  |  |  |
| Validity of Quotation *(not less than 90 days starting from the Submission Date)* |  |  |  |
| Payment terms *(100% upon complete delivery and acceptance of goods for each shipment of goods)* |  |  |  |
| All Provisions of the UNDP General Terms and Conditions *(Annex 3)* |  |  |  |

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)