



REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: 31 October 2018
	REFERENCE: RfQ18/01841

Dear Sir / Madam:

We kindly request you to submit your quotation for delivery of **Recovery and Recycling Equipment and Sets of Tools for refrigeration technicians: 3 Lots**, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2 and Annex 3.

Quotations may be submitted on or before **15 November 2018, 16:30 (Moldova local time)** and via etendering system to the address below:

<https://etendering.partneragencies.org>

Username: event.guest

Password: why2change

BU Code: MDA10 and Event ID 0000003038

Once uploaded, Bidders that have accepted the invitation in the system will be notified via e-mail that changes have occurred. It is responsibility of the Bidder to view the respective changes and clarification in the system.

Please consult eTendering Resources for Bidders for additional information on bidding:
<http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/>

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned good/s:

Delivery Terms [INCOTERMS 2010]	<input checked="" type="checkbox"/> DAP – Chisinau, Moldova
Customs clearance, if needed, shall be done by:	<input checked="" type="checkbox"/> Supplier/Offeror
Exact Address of Delivery Location (identify all, if multiple)	156a, Mitropolit Dosoftei Street, Office 302, Chisinau, MD-2004, Republic of Moldova

Distribution of shipping documents <i>(if using freight forwarder)</i>	Shipping documents should be sent to the address: UNDP United Nations House, (project 00106292), 131, 31 August 1989 Street, MD- 2012, Chisinau, Republic of Moldova
Latest Expected Delivery Date and Time <i>(if delivery time exceeds this, quote may be rejected by UNDP)</i>	<input checked="" type="checkbox"/> 60 calendar days upon contract signature by both parties
Delivery Schedule	<input checked="" type="checkbox"/> Not Required
Packing Requirements	1. The equipment to be supplied in manufacturer's undamaged packaging; 2. The terms of storage, packaging and transportation should meet the requirements of manufacturer.
Mode of Transport	<input checked="" type="checkbox"/> AIR <input checked="" type="checkbox"/> SEA <input checked="" type="checkbox"/> LAND <input type="checkbox"/> OTHER
Preferred Currency of Quotation ¹	<input checked="" type="checkbox"/> United States Dollars
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes In the price proposals of Offerors VAT shall be clearly indicated. The price proposals of the Offerors will be compared without VAT.
After-sales services required	<input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of 2 (two) years from the delivery date, <input checked="" type="checkbox"/> Brand new replacement if Purchased Unit is beyond repair shall be done by the Supplier and at the Supplier's cost.
Deadline for the Submission of Quotation	15 November 2018, 16:30 (Moldova local time) https://etendering.partneragencies.org Username: event.guest Password: why2change BU Code: MDA10 and Event ID 0000003038
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English <input checked="" type="checkbox"/> Others: Romanian or Russian
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Company profile (short info up to 1 page); <input checked="" type="checkbox"/> Copy of Company's Registration Certificate; <input checked="" type="checkbox"/> Detailed technical description of the offered goods; <input checked="" type="checkbox"/> Certificates of quality for the offered equipment; <input checked="" type="checkbox"/> Statement or certificate of origin for the offered equipment; <input checked="" type="checkbox"/> List of recommended consumables and spares including prices and details on local availability for a period of 2 years; <input checked="" type="checkbox"/> Name and address of authorized service in Moldova; <input checked="" type="checkbox"/> A statement whether any import or export licenses are required in respect of the goods to be purchased including any restrictions on the country of origin, use/dual use nature of goods or services, including and disposition to end users; <input checked="" type="checkbox"/> Confirmation that licenses of this nature have been obtained in the past and an expectation of obtaining all the necessary licenses should the quotation be selected; <input checked="" type="checkbox"/> Quality Certificates (ISO, etc.);

¹ Local vendors must comply with any applicable laws regarding doing business in other currencies. Conversion of currency into the UNDP preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of UNDP's issuance of Purchase Order.

	<input checked="" type="checkbox"/> Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Evidence/Certification of Environmental Sustainability ("Green" Standards) of the Company or the Product being supplied; <input checked="" type="checkbox"/> Complete documentation, information and declaration of any goods classified or may be classified as "Dangerous Goods". <input checked="" type="checkbox"/> List of completed and/or ongoing contracts for similar services for the past 3 (three) years, indicating beneficiary, period of execution; <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List
Period of Validity of Quotes starting the Submission Deadline Date	<input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of goods
Liquidated Damages	0.1% of contract for every day of delay, up to a maximum duration of 1 calendar month. Thereafter, the contract may be terminated.
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ² ; <input checked="" type="checkbox"/> Minimum 3-year experience in the field; <input checked="" type="checkbox"/> Availability of certificates of quality and origin for the offered equipment; <input checked="" type="checkbox"/> Availability of authorized service in Moldova and comprehensiveness of after-sales services; <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> Maximum delivery period not to exceed 60 calendar days upon signature of contract
UNDP will award to:	<input checked="" type="checkbox"/> One Supplier per LOT
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 calendar days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection (checking compliance according to the technical specifications) <input checked="" type="checkbox"/> Complete Installation <input checked="" type="checkbox"/> Passing all Testing: Functional & Operational testing <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with RFQ requirements

² UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term "more superior" as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

Annexes to this RFQ ³	<input checked="" type="checkbox"/> Specifications of the Goods Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions (Annex 3) <input checked="" type="checkbox"/> Company Background Information Form (Annex 4) Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only) ⁴	Anatolie Tarita, Ozone Office Coordinator Email: ozonmd@mail.ru ; environment@ozon.mldnet.com 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.

Goods offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. 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.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 3.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor 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.

³ Where the information is available in the web, a URL for the information may simply be provided.

⁴ This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <http://www.undp.org/procurement/protest.shtml>.

UNDP encourages every prospective Vendor 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.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link : http://www.un.org/depts/ptd/pdf/conduct_english.pdf.

Thank you and we look forward to receiving your quotation.

Sincerely yours,



Denis Suschevici,
Head of Procurement Unit
UNDP Moldova



Annex 1

Technical Specifications Recovery and Recycling Equipment and Sets of Tools for refrigeration technicians

Items to be Supplied	Quantity, piece	Description / Specifications of Goods	Latest Delivery Date
LOT 1			
1.	2	REFRIGERANTS RECYCLING AND RECOVERY UNIT <ul style="list-style-type: none"> • Power from 350 to 500 w; • Type of refrigerants: HCFC and HFC; • Portable, the maximum weight is not less than 80 kg; • Recycling (productivity): gas 10 ÷ 15 kg/h; • fluid 80 ÷ 120 kg/h; • Voltage: 220 v; 50 Hz; • current consumption phase ~1; • Oil less compressor with cooling fan of condenser and built-in vacuum pump - 0.05 mbar; • Measuring devices, embedded in equipment; • Automatic high pressure safety switch; • Overfill protection (OFP) switch; • Automatic extraction; • Casing: fully enclosed durable chassis on wheels; <p>OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.</p>	60 calendar days upon signature of contract
2.	2	SPARE KITS FOR REFRIGERANTS RECOVERY UNIT <ul style="list-style-type: none"> • Replaceable filters – 10 pieces for 1 unit; • Kit of three standard (long) service hoses with spherical gates for unit (1 kit); • Spare manometer (1 piece); • Viewing control glass with standard connection (1 piece); • Other spare parts at the discretion of the supplier which can be necessary for operation of the unit during 1 year. 	60 calendar days upon signature of contract
3.	2	PORTABLE CHARGING STATION (HC) <ul style="list-style-type: none"> • Vacuum pump up to 35 Liter/min; • Electronic scale range from 0 to 2000 g; • Accuracy from 0 to 2 g; • Refrigerant cylinder with valve; • Vacuum gauge from 60 to 80 mm diameter; • At least one LP gauge for R-134a, R-12, R-22 and one LP gauge for R-600a, • Necessary charging hoses including one special hose of not less than 5 meter length in order to prevent any R600a gas (Isobutan) in the working area; <p>OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.</p>	60 calendar days upon signature of contract

4.	2	SPARE KITS FOR PORTABLE CHARGING STATION (HC) <ul style="list-style-type: none"> • Replaceable filters – 10 pieces per 1 unit; • Kit of three standard (long) service hoses with spherical gates for unit (1 kit); • Spare manometer (1 piece); • Viewing control glass with standard connection (1 piece); • Other spare parts at the discretion of the supplier which can be necessary for uninterrupted operation of the station during 1 year. 	60 calendar days upon signature of contract
5.	2	PORTABLE RECOVERY STATION <ul style="list-style-type: none"> • Vapour rate: up to max. 22 kg/h; • Liquid rate: up to 138 kg/h • Push-pull up to max. 378 kg/h; • Allows for recovery of HCFC or HFC, including blends, such as R404a and R410a; • Portable, the maximum weight is no more than 15 kg; • Completely closed strong casing; <p>OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.</p>	60 calendar days upon signature of contract
6.	2	SPARE KITS FOR PORTABLE RECOVERY STATION <ul style="list-style-type: none"> • Replaceable filters – 10 kits per 1 piece; • Kit of three standard (long) service hoses with spherical gates for unit (1 kit); • Spare manometer (1 piece); • Viewing control glass with standard connection (1 piece); • Other spare parts at the discretion of the supplier which can be necessary for operation of the unit during 1 year. 	60 calendar days upon signature of contract
7.	2	PORTABLE SOLDERING UNIT <ul style="list-style-type: none"> • For iron, steel, tin, and nonferrous metals with brazing alloy; • Powered by gas-oxygen; • Flame temperature not less than 2830 °C; • Weight not more than 25 kg; <p>OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.</p>	
LOT 2			
8.	4	MULTI-REFRIGERANT ANALYZER <ul style="list-style-type: none"> • For refrigerants HCFCs, HFCs and hydrocarbons (HC); - R-134a, R-22, R-404A, R-407C and R-410A and natural refrigerants as well • Accuracy: +/- 2% of indicated gasses or better; • Weight: Less than 10 lb; • Temperature range from 50 to 110° F; • Response time: Less than 3 Minutes; • Humidity: from 0 to 95% RH non-condensing; • Test sample size: not more than 5g per test; • Test pressure: from 50 psi to 500 psi; • A built-in USB port for additional refrigerants; 	60 calendar days upon signature of contract

		OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	
9.	4	SPARE KITS FOR MULTI-REFRIGERANT ANALYZER <ul style="list-style-type: none"> • 5 sets of filters; • 5 rolls of printer paper. 	60 calendar days upon signature of contract
10.	2	PORTABLE ELECTRONIC WEIGHING SCALES <ul style="list-style-type: none"> • Capacity not less than 100 kg; • Resolution up to 10 g; • Accuracy +/- 0.1 %; OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	60 calendar days upon signature of contract
11.	2	DIGITAL VACUUM GAUGE <ul style="list-style-type: none"> • Vacuum Range from 0 to 18000 microns; • Resolution not less than 1 Micron; • Not less than 7 units: Micron, PSI, InHg, mbar, Pascal, Torr, mTorr, Hook; • Cleaning port for cleaning of sensor; • Accuracy ±10% from 10–99 micron, ±10 micron from 100–1000 micron; • Overpressure up to 20 bar; OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	60 calendar days upon signature of contract
12.	2	INFRARED REFRIGERANT LEAK DETECTOR <ul style="list-style-type: none"> • Three sensitivity levels down to 0.15 oz./year; • Automatically recalibrates in highly contaminated areas to help pinpoint exact location of leak; • Won't trigger on oil or moisture; • Senses at least CFC, HFC, HCFC blends and HFO-1234yf refrigerants; • Visual alert and peak button make it easy to find leaks in noisy environments; • Audible alert with mute button. OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	60 calendar days upon signature of contract
13.	8	ELECTRONIC LEAK DETECTOR <ul style="list-style-type: none"> • Sensitivity: 0.05 oz/yr; • Can sense at least all HFC, refrigerants and blends including HFC's R410A, R404A, R407C, R134a & R32. • Sensitivity Levels: MAX- 0.15oz/yr (4 g/yr), MED- 0.25oz/yr (7 g/yr), MIN- 0.5 oz/yr (14 g/yr); • Warm-up time: approx. 30 seconds; • Response time: instantaneous; OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	60 calendar days upon signature of contract
14.	2	AMMONIA LEAK DETECTOR OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	60 calendar days upon signature of contract

15.	2	LEAK DETECTOR OF METHANE AND PROPANE OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	60 calendar days upon signature of contract
LOT 3			
16.	1	HEAT PUMP CO2 <ul style="list-style-type: none"> • Water Temperature Setting: min. 60.....65°C; max. 85...90°C • Type of heat pump: Air-Water • Ambient Air Operating Temperature: -20....45°C • Heat Pump Capacity: 4,0 – 5,0 kW • Heat Pump COP: 4,0 – 5,0 • Refrigerant Type: R744 (CO₂) • Compressor Type: Invertor • Power voltage: 220 V / 50 Hz • Storage tank volume: 200...250 L. OPERATIONS MANUAL: in Russian or English; WARRANTY: not less than 2 (two) years from the date of delivery of the equipment.	60 calendar days upon signature of contract
Total:			

FORM FOR SUBMITTING SUPPLIER'S QUOTATION⁵

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery⁶)

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						

⁵ This serves as a guide to the Supplier in preparing the quotation and price schedule.

⁶ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

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		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Delivery Lead Time (<i>not later than 60 calendar days from the date of contract signature by both parties</i>)			
Warranty and After-Sales Requirements			
a) Minimum 2 (two) year warranty on both parts and labor			
b) Service Unit to be Provided when the Purchased Unit is Under Repair			
c) Brand new replacement if Purchased Unit is beyond repair			
Validity of Quotation (<i>not less than 90 days starting from the Submission Date</i>)			
Payment terms (<i>100% upon complete delivery and acceptance of goods for each shipment of goods</i>)			
All Provisions of the UNDP General Terms and Conditions (<i>Annex 3</i>)			

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]

Annex 3
GENERAL TERMS AND CONDITIONS
[ATTACHED TO THE TENDER ANNOUNCEMENT]

Annex 4

Company Background Information

Each legal entity or individual enterpriser submitting the quotation shall complete the form:

1	Name of Offeror:	
2	Address:	
3	Telephone Number:	E-mail:
4	Fax Number:	Contact Person:
5	Country of Registration:	Registration Year:
6	Name of Body Issuing Business Registration Certificate:	
7	Name and Position of the Head of Company/Organization:	
8	Contact Person under the Offer:	
9	Bank Details:	

[Name and Signature of the Supplier's Authorized Person]

[Designation]

[Date]