## **ANNEX 3: TECHNICAL AND FINANCIAL OFFER – WORKS**

*Bidders are requested to complete this form, sign it and return it as part of their quotation 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-21/02321 NIJ 2: Renovation of the National Institute of Justice (NIJ) building envelope** | Date: Click or tap to enter a date. |

**Technical Offer**

*Provide the following:*

* *a brief description of your qualification and capacity that is relevant to the Scope of Works;*
* *a brief method statement and implementation plan;*
* *team composition and CVs of key personnel*

**Financial Offer**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description of Works** | **UOM** | **Qty** | **Unit Price** | **Total Price, USD, VAT=0** |
| ***Construction works. Design solutions*** |  |  |  |  |
| ***External lightning*** |  |  |  |  |
| **Total** |  |  |  |  |

**Compliance with Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **You Responses** | | |
| **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Maximum delivery period not to exceed *120 calendar days* upon signature of contract and from the moment the Contractor was given access to the construction site |  |  | Click or tap here to enter text. |
| Warranty and After-Sales Requirements |  |  | Click or tap here to enter text. |
| Minimum three (3) years warranty on works and materials used |  |  | Click or tap here to enter text. |
| Validity of Quotation *90 calendar days* |  |  | Click or tap here to enter text. |
| All Provisions of the UNDP General Terms and Conditions |  |  | Click or tap here to enter text. |
| *Installation Requirements*  All the works must be carried out in accordance with national/local standards regarding civil works |  |  | Click or tap here to enter text. |
| *Commissioning*  Preliminary and final commissioning of the works must be initiated by the Supplier |  |  | Click or tap here to enter text. |
| *Technical Support Requirements*  The contracted company will eliminate any infrastructure damages subject to quality guaranty in maximum one month from the moment of written notification |  |  | 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.  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. |