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

*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: | RfQ21/02354 | Date: Click or tap to enter a date. |

**Technical Offer**

*Provide the following:*

* *As required in RfQ Section 2.*

**Financial Offer**

The Bidder is required to prepare the Price Schedule following the below format:

* Duly filled-in Price Schedule, as per form below indicating prices per categories of works in US dollars;
* Duly filled-in Bills of Quantities (as per Annex 1), including F3, F5 and F7 forms, as per national legislation requirements, calculated based on resource methodology (WinSmeta software or similar) in US dollars.

When developing BoQs, please be guided by the National Regulatory Framework in Construction as per NCM L.01.01-2012 and Regulation on the procurement of public works: http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=347161

http://lex.justice.md/md/295702/

Serious deviations from the provisions of these documents will serve grounds for disqualification.

Please, **ensure that no changes in the volume of works are allowed; no changes in codes for works are allowed; no changes in the volumes of resources in the norms of materials, cost of labor and tools are allowed; no changes in coefficient for norms are allowed.**

Please, **ensure that the human power remuneration is not less than medium required by the National Legislation in force** (according to INFORMATION on determining the value of construction objects since May 1, 2018 -http://www.ednc.gov.md/upload/61/Nota\_informativaa.pdf).

**Currency of Quotation: USD US dollars**

|  |  |  |
| --- | --- | --- |
| **Ref** | **Description of Deliverables** | **Price** |
| 1. | **Reconstruction-assembly and modernization works on the ground floor of Ungheni City Hall for the One Stop Shop** |  |
| **TOTAL and All-inclusive PRICE (VAT 0%)** | |  |

**Compliance with Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
|  | You Responses | | |
| Yes, we will comply | No, we cannot comply | If you cannot comply, pls. indicate counter - offer |
| Delivery Lead Time: within 4 months after Contract for works is signed. |  |  | Click or tap here to enter text. |
| Validity of Quotation 90 days |  |  | Click or tap here to enter text. |
| Payment terms  100% within 30 days after receipt of goods, works and/or services for each phase and submission of payment documentation. Please note that the last payment instalment related to receipt of goods, works and/or services for each phase shall not be less than 10% of contract value to cover liquidated damages.  UNDP will issue a certificate of final completion of works upon expiration of the Defect Liability Period of 12 months. |  |  | Click or tap here to enter text. |
| Warranty minimum one year for works and two (2) years for equipment and installations |  |  | Click or tap here to enter text. |
| Training the personnel of the contracting authority – a minimum number of 3 persons, for a minimum period of 24 hours regarding the operation and maintenance, practical use of equipment and the Camera Surveillance Systems, signalling, automation, ventilation and air conditioning systems and telecommunications networks. |  |  | Click or tap here to enter text. |

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| --- | --- |
| 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. |