**ANNEX 2**

**FORM FOR SUBMISSION OF VENDOR’S QUOTATION[[1]](#footnote-1)**

***(This Form must be submitted only using the Vendor’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. RFQ/077/20 Supply of off-road cars.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item No.** | **Description/Specification of Goods[[3]](#footnote-3)** | **Quantity** | **Latest Delivery Date** | **PRICE IN [CURRENCY]** |
| **Unit Price** | **Total Price**  |
| 1 | **CHEVROLET TRAVERSE or equivalent** | 1 |  |  |  |
| 2 | **CHEVROLET TRAIBLAZER or equivalent** | 1 |  |  |  |
|  | **Total Prices of Goods[[4]](#footnote-4)** |  |
|  | FCA charges, if any |  |
|  | Cost of Transportation |  |
|  | Cost of Insurance |  |
|  | Other Charges (pls. specify if any) |  |
|  | **Total Final and All-Inclusive DDP Price Quotation (Incoterms 2020)** |  |

**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*** |
| Authorized service centre in Uzbekistan  |  |  |  |
| Minimum 24 months warranty or 100000 miliage |  |  |  |
| Documentations, including catalogues, instructions and operating manuals are in English or Russian. All technical documentation, instructions and operating manuals in Russian language will be required with delivered vehicle. |  |  |  |
| All technical supporting services and replacement of faulty parts must be provided at vendor’s expense during the warranty period. Vendor should indicate designated service center in Uzbekistan in case of warranty event. |  |  |  |

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

We declare that we are not in the UN Security Council 1267/1989 List, UN Procurement Division List or other UN Ineligibility List.

Name and signature of authorized person]
[Position]
[Date]
[Stamp of the company]

**Part 2: DECLARATION OF INTEREST**

Dear Sir/Madam,

We/I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name and Title), as Director/Founder of \_\_\_\_\_\_\_\_ Company, declare that:

(a) Have no financial and other interests in, association or relationship with, are not employed and do not have relatives (i.e. spouse, parents, children or siblings) employed by the United Nations Development Programme (UNDP) or the Government of Uzbekistan that announced the tender; and do not have access to information about, or influence on the selection process for this tender;

(b) Have no common controlling partner, director, shareholder, legal representative for the purposes of this tender with any other entity submitting its Quotation under this tender; are not subcontracting or are subcontractors to other entities for the purposes of this tender; and that the experts proposed in the team do not participate in more than one Quotation for this tender;

(c) Are not involved in activities that could have an impact on the objectivity and independence of the Contractor’s team in carrying out its duties under the contract or can affect the image of the United Nations and the Government of Uzbekistan.

We certify that the information stated is true, correct and complete to the best of our knowledge and belief. We are obliged to comply with all requests for additional information, documentation, clarification and/or verification concerning the Declaration of Interest statement.

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

We declare that we are not in the UN Security Council 1267/1989 List, UN Procurement Division List or other UN Ineligibility List.

Name and signature of authorized person]
[Position]
[Date]
Stamp of the company]

**Part 3: COMPANY PROFILE**

|  |
| --- |
| 1. Offeror’s Legal Name [insert Offeror’s legal name]  |
| 2. In case of Joint Venture (JV), legal name of each party: [insert legal name of each party in JV] |
| 3. Actual or intended Country/ies of Registration/Operation: [insert actual or intended Country of Registration] |
| 4. Year of Registration in its Location: [insert Offeror’s year of registration] |
| 5. Countries of Operation | 6. No. of permanent staff in each Country | 7. Years of Operation in each Country |
| 8. Legal Address/es in Country/ies of Registration/Operation: [insert Offeror’s legal address in country of registration] |  |
| 9. Value and Description of Top two (2) Biggest Contracts for the past three (3) years |  |
| 10. Latest Credit Rating (Score and Source, if any)  |  |
| 11. Brief description of litigation history (disputes, arbitration, claims, etc.), indicating current status and outcomes, if already resolved.  |
| 12. Offeror’s Authorized Representative Information  Name: [insert Authorized Representative’s name] Address: [insert Authorized Representative’s Address] Telephone/Fax numbers: [insert Authorized Representative’s telephone/fax numbers] Email Address: [insert Authorized Representative’s email address] |
| 13. Are you in the UNPD List 1267.1989 or UN Ineligibility List? □ YES or □ NO |

Name and signature of authorized person]
[Position]
[Date]
[Stamp of the company]

**PART 4: PERFORMANCE OF SIMILAR CONTRACTS**. **\***

|  |  |  |  |
| --- | --- | --- | --- |
| Name of delivered goods | Terms of the contract (year, month) | Cost of work | Customer(Company name, full name of the contact person, telephone) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

\*Requires at least one similar contract during last 3 years on supply of similar goods.

Name and signature of authorized person]
[Position]
[Date]
[Stamp of the company]

1. *This serves as a guide to the Vendor 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. *The Offeror must indicate model and technical specification of offered product that must meet minimum characteristics described in Annex 1* [↑](#footnote-ref-3)
4. *Pricing of goods should be consistent with the INCO Terms indicated in the RFQ* [↑](#footnote-ref-4)