

RFQ Reference: 39/07/PPIC/2023-ISA	Date: 18 July 2023
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**Subject: RFQ for Feasibility study for Maradi region of Niger for Solar water Pumping Systems**

## **SECTION 1: REQUEST FOR QUOTATION (RFQ)**

ISA kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This Request Letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

The ISA recognizes the importance of valuing diversity and promoting inclusion in all our work programs and partnerships. The ISA highly values engaging with organizations and/or teams that reflect its geographical and diverse nature.

Thank you and we look forward to receiving your quotations.

Issued by:

Signature: \_\_\_\_\_

Name: Procurement Unit

Date: 07/2023

## SECTION 2: RFQ INSTRUCTIONS AND DATA

<p><b>Introduction</b></p>	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by ISA. This RFQ is conducted in accordance with the ISA Financial Regulations and Procedures and ISA Procurement Manual</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by ISA. ISA is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>ISA reserves the right to cancel the procurement process at any stage without any liability of any kind for ISA, upon notice to the bidders or publication of cancellation notice on ISA website</p>
<p><b>Deadline for the Submission of Quotation</b></p>	<p><b>08.08.2023 by 1900 HRS IST</b></p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to <a href="http://www.timeanddate.com/worldclock/">http://www.timeanddate.com/worldclock/</a>.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
<p><b>Method of Submission</b></p>	<p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering</p> <p><input checked="" type="checkbox"/> Dedicated Email Address</p> <p><input type="checkbox"/> Courier / Hand delivery</p> <p><input type="checkbox"/> Other <a href="#">Click or tap here to enter text.</a></p> <p>Bid submission address: <a href="mailto:procurement@isolaralliance.org">procurement@isolaralliance.org</a></p> <ul style="list-style-type: none"> <li>▪ File Format: PDF files only</li> <li>▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.</li> <li>▪ All files must be free of viruses and not corrupted.</li> <li>▪ Max. File Size per transmission: 10 MB</li> <li>▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible.</li> <li>▪ Mandatory subject of email: <b>RFQ for feasibility study for Maradi region of Niger for Solar water Pumping Systems</b></li> </ul>
<p><b>Cost of preparation of quotation</b></p>	<p>ISA shall not be responsible for any costs associated with a Bidder's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>
<p><b>Supplier Code of Conduct, Fraud, Corruption,</b></p>	<p>All prospective suppliers must read the ISA Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the ISA. The Code of Conduct, which includes <b>principles on labour, human rights, environment and ethical conduct</b> may be found at: <a href="https://isolaralliance.org/images/ISA%20Supplier%20Code%20of%20Conduct_14.4.2023.final%20version.pdf">https://isolaralliance.org/images/ISA%20Supplier%20Code%20of%20Conduct_14.4.2023.final%20version.pdf</a></p> <p>Moreover, ISA strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of ISA vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation.</p>
<p><b>Gifts and Hospitality</b></p>	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to ISA staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, ISA: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the</p>

	vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a ISA contract.
<b>Conflict of Interest</b>	<p>ISA requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to ISA 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. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have an undisclosed conflict of interest shall be disqualified.</p> <p>The ISA shall have the discretion to disqualify or proceed with a bidder who has disclosed a probable conflict of interest subject to further evaluation and review of various factors such as access to sensitive information which may confer unfair advantage as against other bidders. The decision on a probable conflict of interest shall be made in the best interest of the work of the ISA.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of ISA staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to ISA's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
<b>General Conditions of Contract</b>	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p><input type="checkbox"/> <a href="https://www.isolaralliance.org/images/ISA_GTB.pdf">https://www.isolaralliance.org/images/ISA_GTB.pdf</a></p>
<b>Special Conditions of Contract</b>	<p><input type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 10 days</p> <p><input type="checkbox"/> Others [pls. specify]</p>
<b>Pre-bid Conference</b>	Not Applicable
<b>Eligibility</b>	<p>A vendor who will be engaged by ISA shall not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other national / international Organization. Vendors are therefore required to disclose to ISA whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by ISA.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, subcontractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by ISA.</p> <p><b>1. Average Annual turnover for 3 years should be USD 50,000 or more (submit the audit report)</b></p>
<b>Currency of Quotation</b>	Quotations shall be quoted in USD
<b>Joint Venture, Consortium or Association</b>	If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the

	<p>contract, the contract shall be entered into, by and between ISA and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 22 – 27 under Solicitation Process in the Procurement Manual (will be provided on request) for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
<b>Only one Bid</b>	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
<b>Duties and taxes</b>	<p>The United Nations (privileges and immunities) Act, 1947 is applicable to ISA pursuant to a notification by the host country. Therefore, ISA is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use in India. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
<b>Language of quotation</b>	<p>English</p> <p>Including documentation including catalogues, instructions and operating manuals.</p>
<b>Documents to be submitted</b>	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Company Profile.</p> <p><input checked="" type="checkbox"/> Registration certificate;</p> <p><input checked="" type="checkbox"/> Company Profile.</p>
<b>Quotation validity period</b>	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>
<b>Price variation</b>	<p>No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.</p>
<b>Partial Quotes</b>	<p><input checked="" type="checkbox"/> Not Permitted</p> <p><input type="checkbox"/> Permitted Insert conditions for partial quotes and ensure that the requirements are properly listed in lots to allow partial quotes</p>
<b>Alternative Quotes</b>	<p><input checked="" type="checkbox"/> Not Permitted</p>
<b>Payment Terms</b>	<p><input checked="" type="checkbox"/> Within 30 days upon ISA's acceptance and receipt of the invoice.</p>
<b>Conditions for Release of Payment</b>	<p><input checked="" type="checkbox"/> Written Acceptance of Goods &amp; Services, based on full compliance with RFQ requirements.</p> <p><input checked="" type="checkbox"/> 100% of <u>goods charges</u> after successful delivery and acceptance of goods.</p> <p><input checked="" type="checkbox"/> 100% of <u>Installation &amp; Commissioning charges</u> after successful installation and commissioning</p>

	<input checked="" type="checkbox"/> 100% of <u>training charges</u> after completion of Training on Operation and Maintenance. <input checked="" type="checkbox"/> 100% of <u>Comprehensive maintenance charges</u> after successful 1 year of installation and commissioning
<b>Contact Person for correspondence, notifications and clarifications</b>	<b>E-mail address:</b> <a href="mailto:procurement@isolaralliance.org">procurement@isolaralliance.org</a> Attention: Quotations shall not be submitted to this address but to the address for quotation submission above. Otherwise, offer shall be disqualified. Any delay in ISA's response shall be not used as a reason for extending the deadline for submission, unless ISA determines that such an extension is necessary and communicates a new deadline to the Proposers.
<b>Clarifications</b>	Requests for clarification from bidders will not be accepted any later than 2 days before the submission deadline. Responses to request for clarification will be communicated thru email.
<b>Evaluation method</b>	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer
<b>Evaluation criteria</b>	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Comprehensiveness of after-sales services <input type="checkbox"/> Earliest Delivery /shortest lead time <input type="checkbox"/> Others <a href="#">Click or tap here to enter text.</a>
<b>Right not to accept any quotation</b>	ISA is not bound to accept any quotation, nor award a contract or Purchase Order
<b>Right to vary requirement at time of award</b>	At the time of award of Contract or Purchase Order, ISA 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.
<b>Type of Contract to be awarded</b>	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]
<b>Expected date for contract award.</b>	<b>29 August 2023</b>
<b>Publication of Contract Award</b>	ISA will publish the contract awards valued at USD 100,000 and more on the ISA website.
<b>Policies and procedures</b>	This RFQ is conducted in accordance with ISA Financial Regulation and Procedures and ISA procurement manual
<b>Other Provisions</b>	The ISA is striving to achieve gender parity in all its activities. In this regard, female-owned organizations and/or teams with significant gender diversity are strongly encouraged to submit a proposal.  The ISA recognizes the importance of valuing diversity and promoting inclusion in all our work programs and partnerships. The ISA strives to engage with organizations and/or teams that reflect its geographical representation and diversity.

**Terms of Reference for feasibility study for Maradi region of Niger for Solar water Pumping Systems**

### Scope of Work

The ISA Secretariat intends to conduct:

**A.** A project-level assessment cum feasibility study to assess the needs and benefits of solar water pumping systems in the agriculture and drinking water sector, specifically solar water pumps with the goal of reducing dependency on rainfed and grid electricity operated water pumps for irrigation in Maradi region of Niger. The feasibility study will help in building a business case for integrating solar pumps and other solar applications with the agriculture and irrigation sector in Maradi region of Niger.

A project-level assessment cum feasibility study to develop bankable projects pertaining to one area mentioned at **Annexure A**. The study will consist of developing a site survey, stakeholder consultation, need assessment, techno-commercial study and a **sustainable business model**.

The proposed consulting firm/ company is expected to develop the assessment cum feasibility study which will address the issues identified by community of the area as under:

- a) Cost of electricity and the maintenance of the grid infrastructure by the cooperative society of the farmers.
- b) Marketing of the agricultural produce in organized manner. c) Functionality of old borehole.
- d) Extension of existing irrigation area in the region.
- e) Development of efficient system for distribution of water
- f) Maintenance of the distribution grid used for the irrigation borehole.

**B.** Undertake virtual/in-person consultation with stakeholders.

### 2. Detailed Tasks and/or Expected Output

The selected consultancy firm is generally required to carry out the following, but not limited to, activities while doing the assessment in member countries of ISA. The key deliverables of the consultancy firm shall be one or more of the following to enable the readiness of the member country for the scaling of the use of solar for agricultural projects:

- a. **Site Survey:** Identification of sites in the one area mentioned at **Annexure** and conduct a detailed survey of area consisting of the duration and the type of crops being cultivated at each region/site, the primary source of water being utilized and its availability throughout the year, type of irrigation techniques being used (flood, sprinkler, drip, etc.), the power source for irrigation such as rainfed and diesel, grid electricity, solar or any other source powered pumping system, per day or per unit expenditure on irrigation/ drinking water, daily water requirement for the type of crops being cultivated, awareness of solar water pumping technologies, and willingness to pay for irrigation/drinking water services. The consulting firm/ company would also be required to conduct a survey on farmers experiences with Solar powered equipment including irrigation pumps, and productive uses.
- b. **Resource Assessment:** Conduct a study on solar radiation patterns in the area mentioned at **Annexure** based on secondary data and prepare a report covering solar radiation's monthly and annual summary

with generation potential. On the waterside, this would include water resource availability and current stage of surface and groundwater development, [the static water level in the area](#) and the status of irrigation and water supply coverage.

- c. **Stakeholder Consultation and Market Ecosystem:** Undertake virtual/in-person consultations with stakeholders to gain insights and updates on the developments in policy and regulatory environment and relevant value chains where solar applications play – or can potentially play – a significant role. The component will also explicitly look at the ecosystem for acquiring and servicing solar equipment.
- d. **Assessment cum feasibility report:** Based on the above-mentioned activities and gathered information, the assessment cum feasibility report shall be developed, including but not limited to:
  - i. Overview of the country's agriculture and irrigation sector,
  - ii. Evaluation of the surveys conducted,
  - iii. Outcomes from the stakeholder consultation and assessment of the market ecosystem,
  - iv. Potential of integrating solar applications with the agriculture sector -including home lighting, solar-powered irrigation and areas of productive use in the country and investment estimates for solar applications,
  - v. **Developing a strategic roadmap for solarizing the agriculture and irrigation sector in the area.** vi. Proposing business model that can be effectively implemented in the Maradi region.

**Note:**

1. For the preparation of the reports for the above-mentioned tasks, the firm shall closely interact and liaison with the key stakeholders like policymakers, regulators, Power generation & transmission utilities, power distribution companies, etc. of Niger.
2. Details of Proposed Project should be as per the need of the Maradi region in Niger.
3. The firm shall submit the soft copy and an appropriate number of translated hard copies of these reports as per the requirement of Niger

Final report detailing the suitability of solar powered pumps for the sites including the types/capacities of solar pumping system, civil works/construction needed for smooth functioning of the system and recommendations for the most suitable plan of deploying solar powered pumps

- I. Suggest plan of shifting the existing irrigation [systems](#) to solar operated irrigation, optimisation of the usage of solar pumping systems, efficient practice of water management for irrigation process, need of water storage for non-sunny hours (wherever required) and utilization of solar power during non-irrigation periods in the project area.
- II. Suggest capacity building of all stakeholders for trouble free operation and maintenance of the Solar Pumping Systems,
- III. The study will also look at the ecosystem for financing solar technologies for the poor including development of financial instruments for financing solar water pumping systems

**Annexure**

The proposed project site of Djirataoua Community of Djirataoua area in Maradi. There are 93 boreholes, which are grid connected and meet the requirement of the community for drinking, cattle and irrigation purposes. Around 40 boreholes were installed forty years ago. Although these are functional, but outflow has reduced due to the old systems. But boreholes functioning for such a long period also proves that the water table has been maintained and recharging of ground water is sufficient to maintain the water table. The water table is 11,5-13 meter. The Submersible pump with electric motors of 7.5 KW and 11.5 KW are being used in

the boreholes. Some of these serve the 4,200 members of community throughout the year. The main crops grown in the area are Maize, Fennel, sargom, morenga, Banana, cahva, Cabbage, carrot, garlic. The community is paying the tariff of 65 CFA/ unit of electricity and 75 % of the earnings of the farmers goes to pay the electricity bills.

There is another site in KEGEL MARADAOU in the same area which requires irrigation facilities. There are Six boreholes on the site but are non-functional. The six boreholes of 200 mm diameter are to serve 100 hectares of land for 400 farmers. The reason for the non-functionality is reported to be improper sizing of the pumps. The electrical connections have also not been given to these sites yet. Rainy season is normal in the area.

• **Technical Specifications for Services:**

Item No	Minimum technical requirements	Unit	Quantity

**Delivery Requirements**

Delivery Requirements	
<b>Delivery date and time</b>	Bidder shall complete the delivery and installation within 90 days from the issuance of Contract.
<b>Delivery Terms (INCOTERMS 2020)</b>	Delivered at Place
<b>Customs clearance</b>	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input checked="" type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
<b>Exact Address(es) of Delivery Location(s)</b>	<b>Niger</b>
<b>Distribution of shipping documents (if using freight forwarder)</b>	Bidder responsibility
<b>Packing Requirements</b>	Safe delivery of supplies, handling will be bidders responsibility
<b>Training on Operations and Maintenance</b>	NA
<b>Warranty Period</b>	NA
<b>After-sales service and local service support requirements</b>	NA
<b>Preferred Mode of Transport</b>	NA



## ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. 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:	Click or tap here to enter text.	Date: Click or tap to enter a date.

### Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Is your company a member of the UN Global Compact	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
<b>Previous relevant experience: 3 contracts</b>				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

**Bidder's Declaration**

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Requirements and Terms and Conditions:</b> I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Ethics:</b> In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : <a href="https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct">https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</a> and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Conflict of interest:</b> I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Prohibitions, Sanctions:</b> I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Bankruptcy:</b> I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Offer Validity Period:</b> I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: \_\_\_\_\_

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

**ANEX 3: TECHNICAL AND FINANCIAL OFFER - SERVICES**

*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:	Click or tap here to enter text.	Date: Click or tap to enter a date.

**Technical Offer**

Provide the following:

- a brief description of your qualification, capacity and expertise that is relevant to the Terms of Reference.
- a brief methodology, approach and implementation plan;

**Financial Offer**

Provide a lump sum for the provision of the services stated in the Terms of Reference your technical offer. The lump sum should include all costs of preparing and delivering the Services. All daily rates shall be based on an eight-hour working day.

**Currency of Quotation: USD**

Ref	Description of Deliverables	Price
1.		
2.		
3.		
4.		
5.		
<b>Total Price</b>		

**Compliance with Requirements**

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements [pls. specify]	<input type="checkbox"/>	<input type="checkbox"/>	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.
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<p><i>Exact name and address of company</i></p> <p><b>Company Name</b>Click or tap here to enter text.</p> <p><b>Address:</b> Click or tap here to enter text. Click or tap here to enter text.</p> <p><b>Phone No.:</b>Click or tap here to enter text.</p> <p><b>Email Address:</b>Click or tap here to enter text.</p>	<p><b>Authorized Signature:</b></p> <p><b>Date:</b>Click or tap here to enter text.</p> <p><b>Name:</b>Click or tap here to enter text.</p> <p><b>Functional Title of Authorised Signatory:</b>Click or tap here to enter text.</p> <p><b>Email Address:</b> Click or tap here to enter text.</p>
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