



Moldova

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: 10 March 2009
	REFERENCE: <i>2009-03-11.1</i>

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **16:30 (local time) on 20 March 2009**.

Item	Generic Description	Quantity
1.	Vehicle (first-hand) Left Hand Drive 6-7 seats, including driver 4 or 5 door, hatchback or similar Manufacture year: 2008 or 2009 White colour Fuel type: gasoline (petrol) or diesel Engine: 1.6-2.5l Gearbox: manual 5-speed or automatic Equipage: First aid kit, fire extinguisher, full-size spare wheel Front airbags ABS Power windows, power steering Fog lamps Central locking with remote control "Bad roads" pack (including sump protection) Climate-control / air-conditioning	1 (one)

CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> CIP or DDU
Delivery Place	131, 31 August 1989 Street, MD-2012 Chisinau, Moldova
Payment Terms	100% upon delivery
Validity of Quotation	<input type="checkbox"/> 30 DAYS <input checked="" type="checkbox"/> 60 DAYS
Preliminary Examination - Completeness of quotation.	<input type="checkbox"/> Partial bids permitted <input checked="" type="checkbox"/> Partial bids not permitted
General Terms and Conditions	UNDP General Terms and Conditions for Goods/Services http://www.undp.org/procurement/operate.shtml

Please state
Quantity discount and early payment discount
Details on any warranty/guarantee conditions
Name and address of authorised service in Chisinau, Moldova
Details on delivery period

REQUIREMENTS

Language: All documentation, including installation and operating manuals shall be in:

English French Spanish Others: Romanian and/or Russian

QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:

The quotation/offer shall contain the following documents (not subject to return upon evaluation):

- Company profile (short info up to 2 pages);
- Detailed description of the offered vehicle (including photos);
- Quotation in MDL exclusive of VAT, excise and other duties or taxes (other currencies shall be converted into MDL at the UN Operational Rate of Exchange on the day of competition deadline);
- Statement on adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above;
- Additional information as requested under the "Please state" section;
- Offers shall be presented in English or Romanian.

MINIMUM QUALIFICATION REQUIREMENTS:

- Minimum 2 years experience in the field;
- Adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above;
- Availability of authorised service in Chisinau, Moldova;
- Minimum 2 years warranty.

Offers will be evaluated based on their responsiveness to the technical specifications and the minimum qualification requirements, within the "either in or out" rule.

NAME, FUNCTIONAL TITLE: **Matilda Dimovska, Deputy Resident Representative**

Signature



DATE: 10.03.2009

CONTACT PERSON: Veaceslav Balan, Project Manager (veaceslav.balan@undp.org)

CONTACT ADDRESS: UNDP Moldova, 131, 31 August 1989 Street, MD-2012 Chisinau

SUBMISSION OF OFFERS:

Offers shall be marked with the note "**RfQ: Vehicle ESM Project**".

Offers shall reach the UNDP office not later than **20 March 2009, 16:30 (local time)**.

Offers can be submitted either in hard copy, or electronically. Offers received by fax will be rejected. Incomplete offers shall not be examined.

a) Documents/offers in hard copy need to be submitted in a sealed envelope and addressed to:

**UNDP Moldova,
131, 31 August 1989 Street, MD-2012 Chisinau
Attention: Registry Office/Procurement**

b) Offers sent electronically need to be addressed to the following e-mail address:

tenders-Moldova@undp.org