

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: 27 July 2010
	REFERENCE: 0727-2010/EJ

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items **before 16:30 (local time) on 05 August 2010.**

Item	Generic Description [incl. Technical specifications, quality & safety standards, special features required]	Quantity	Unit price, MDL	Total, MDL
1	RH Information Board (Republican Hospital) Size: 3x1,5 m Steel Square Tube 25x25mm; "Oracal" Plotter Film Series 641; Plastic 4mm; Corkwood laminated covering; Organic glass "Plexiglass" 3mm; Dowels.	1 (one)		
2	RH Information Board at the Central Department (Republican Hospital) Size: 5x1,5 m Luminous tube lamp 36W; ballast, starter; Organic glass "Plexiglass" 3mm, milk colour; Film "ORAFOL" and "Oracal"; Steel square tubing carcass 20x20mm; Paint - gray, green; Dowels.	1 (one)		
3	RH Information Board (Republican Hospital, Children's Department) Size: 1,5x0,9 m "Oracal" Plotter Film Series 641; Plastic 4 mm; Corkwood laminated covering; Organic glass "Plexiglass" 3mm; Dowels.	1 (one)		
4	RH Information Board (ORL Republican Hospital for Children) Size: 1,5x0,9 m "Oracal" Plotter Film Series 641; Plastic 4 mm; Corkwood laminated covering; Organic glass "Plexiglass" 3mm; Dowels.	1 (one)		
5	RH Information Board (Hospital No.3) Size: 1,5x0,9 m "Oracal" Plotter Film Series 641; Plastic 4 mm; Corkwood laminated covering; Organic glass "Plexiglass" 3mm; Dowels.	1 (one)		
6	RH Information Board (BI.3) Size: 3x1,5 m Steel square tube 25x25mm; "Oracal" Plotter Film Series 641; Plastic 4mm; Corkwood laminated covering; Organic glass "Plexiglass" 3mm; Dowels.	1 (one)		
7	RH Information Board (Administrative Unit) Size: 1x1,2 m "Oracal" Plotter Film Series 641; Plastic 4 mm; Organic glass "Plexiglass" 3mm; Dowels; 4 (four) A4 sized pockets.	2 (two)		
8	RH Information Board (Hostels No. 1, 8, 4) Size: 1x1,2 m	3 (three)		

"Oracal" Plotter Film Series 641; Plastic 4mm;
Corkwood laminated covering; Organic glass
"Plexiglass" 3mm; Dowels.

Note: Sample design is presented in Annex 1.

The Supplier shall seek the approval of the final design of all Information Boards from the UNFPA and State Medical and Pharmaceutical University "Nicolae Testemitanu" of the RM.

CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> CIP
Delivery Place	State Medical and Pharmaceutical University "Nicolae Testemitanu" 165, Stefan cel Mare si Sfint bd., Chisinau, Moldova
Payment Terms	20% advance payment upon signature of the contract and 80% upon delivery of goods
Validity of Quotation	<input checked="" type="checkbox"/> 30 DAYS <input type="checkbox"/> 60 DAYS
Preliminary Examination - Completeness of quotation.	<input type="checkbox"/> Partial bids permitted <input checked="" type="checkbox"/> Partial bids not permitted
Mode of Transport	SURFACE
Quantity change	The UNFPA reserves the right to modify the quantity by 25% of the tendered goods
General Terms and Conditions	UNDP General Terms and Conditions for Goods/Services http://www.undp.org/procurement/operate.shtml

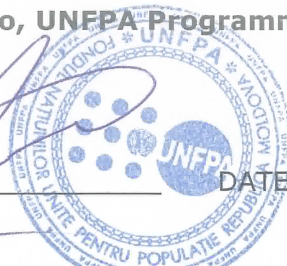
Please state
Quantity discount and early payment discount
Shipping weight (kg) and volume (m ³)
Details on any warranty/guarantee conditions

REQUIREMENTS
<u>Language:</u> The quotation/offer, including all documentation shall be in:
<input checked="" type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input checked="" type="checkbox"/> Others: Romanian
Electricity: Volt: Hz: phase AC:
QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS: The quotation/offer shall contain the following:
<ul style="list-style-type: none"> • Company profile (brief information); • Quotation for each item in MDL exclusive of VAT (other currencies shall be converted into MDL at the UN Operational Rate of Exchange on the day of competition deadline); • Manufacture and delivery period; • Warranty period; • Additional information as requested under the "Please state" section; • Statement of adherence to UNDP General Terms & Conditions and Payment & Delivery Terms above;
MINIMUM QUALIFICATION REQUIREMENTS:
<ul style="list-style-type: none"> • Proof of quality of materials; • Manufacture and delivery period shall not exceed 2 (two weeks); • Warranty period minimum 2 (two) years; • Adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above
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: **Victor Lutenco, UNFPA Programme Analyst**

Signature: 

DATE: 27.07.2010



CONTACT PERSON: Elena Jidobin, UNFPA RH/Youth Associate (elena.jidobin@unfpa.md)

CONTACT ADDRESS: UNFPA Moldova, 131, 31 August 1989 Str., MD-2012 Chisinau, Moldova

SUBMISSION OF OFFERS:

Offers shall be marked with the note "**RfO: UNFPA Information Boards**".

Offers shall reach the UNFPA office not later than **16:30 (local time) on 05 August 2010**.

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:
**UNFPA Moldova,
131, 31 August 1989 Str., MD-2012 Chisinau, Moldova
Attention: Registry Office/Procurement**

b) Offers sent electronically need to be addressed to the following e-mail address:
office@unfpa.md