



REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: 8 February 2011
	REFERENCE: RfQ11 / 00302

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before 16:30 (local time) on **21 February 2011**.

Item	Generic Description [incl. Technical specifications, quality & safety standards, special features required]	Quantity
1	1. Left hand drive 2. 2WD 3. Seating capacity: 5 seats (including driver) 4. Manufactured year 2010 or 2011 5. Fuel Type: gasoline 6. Engine: 1200 – 1600 cm2 7. Output : 75-90 HP 8. Gear Box: 4-5 speeds manual 9. Maximum fuel consumption (combined mode): 5-10 l/100 km 10. Compliant to environmental standard: min Euro-4 11. Power front windows and power steering 12. Central locking remote control 13. ABS 14. Front SRS Airbags (driver and passenger) 15. Fire extinguisher 16. Medical kit 17. Full size spare wheel	3

CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> CIP max 60 days
Delivery Place	Str. Sfatul Jării, 16 MD-2012 Chișinău, Republica 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
Quantity change	The UNDP 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	
Name and address of authorized service in Moldova	
Details on any warranty/guarantee conditions:	

Details on delivery period (max 60 days)

REQUIREMENTS

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

English French Spanish Others: **Romanian**

QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:

The quotation/offer shall contain the following:

- **Company profile (info up to 3 pages);**
- **Detailed description of the offered vehicles;**
- **Quotation for each item in MDL exclusive of taxes (the UN Operational Rate of exchange on the day of competition deadline shall be used for currency conversions);**
- **Statement on adherence to UNDP General Terms and Conditions for Goods/Services and Payment;**
- **Statement or certificate of origin of the offered vehicles;**
- **Offers shall be presented in Romanian, Russian or English.**

MINIMUM QUALIFICATION REQUIREMENTS:

- **3 years of experience in the field;**
- **Adherence to to UNDP General Terms and Conditions for Goods/Services and Payment;**
- **Availability of authorised service in Moldova;**
- **Minimum 2 year warranty or 80.000 km;**

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: **Mircea Esanu, Project Manager, Torture Prevention Project**

Signature:  DATE: 08/02/2014

CONTACT PERSON: **Mircea Esanu, Project Manager** (mircea.esanu@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: Vehicles for CHR - TPP**".

Offers shall reach the UNDP office not later than **21 February, 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