

**REQUEST FOR QUOTATION (RFQ)**

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| NAME & ADDRESS OF FIRM: | DATE: <b>29/03/2011</b>        |
|                         | REFERENCE: <i>R/Q 11/00319</i> |

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **16:30 (local time) on April 12, 2011.**

| Item | Generic Description   | Quantity |
|------|---|----------|
| 1    | <p><b>2 Wheel Drive Vehicle</b><br/>                     Left Hand Drive<br/>                     5 seats, including driver<br/>                     4 door, sedan<br/>                     Manufacture year: 2010-2011<br/>                     Fuel type: gasoline<br/>                     Engine power: 100-130 HP<br/>                     Fuel consumption: max. 8 litres / 100 km (urban cycle)<br/>                     Emissions standard: Euro 4<br/>                     Gearbox: automatic<br/>                     Height adjustable front seats<br/>                     Armrest for front and rear seats<br/>                     Equipage: First aid kit, fire extinguisher, full-size spare wheel<br/>                     Front airbags for driver and passenger<br/>                     ABS, ESP<br/>                     Power windows, power steering, power heated mirrors, heated front seats<br/>                     Fog lamps (front and rear)<br/>                     Audio system with CD-player, Aux-in or USB connection<br/>                     Central locking with remote control, immobiliser, alarm system<br/>                     Automatic air-conditioner/climate control<br/>                     Metallic paint</p> | 1 (one)  |
| 2    | <p><b>4 Wheel Drive Vehicle</b><br/>                     Left Hand Drive<br/>                     5 seats, including driver; 5 doors<br/>                     Manufacture year: 2010-2011<br/>                     Fuel type: gasoline<br/>                     Engine power: min. 140 HP – max. 180 HP<br/>                     Fuel consumption: max. 11 litres / 100 km (urban cycle)<br/>                     Emissions standard: Euro 4<br/>                     Gearbox: automatic<br/>                     Ground Clearance: min 200 mm<br/>                     Equipage: First aid kit, fire extinguisher, full-size spare wheel<br/>                     Front airbags for driver and passenger<br/>                     ABS, ESP<br/>                     Power windows, power steering, power heated mirrors, heated front seats<br/>                     Fog lamps (front and rear)<br/>                     Audio system with CD-payer, Aux-in or USB connection<br/>                     Central locking with remote control, immobiliser<br/>                     Automatic air-conditioner/climate control<br/>                     Metallic paint</p>   | 2 (two)  |


*CM* *CM*

| <b>CONDITIONS</b>                                    |   |
|--|---|
| Delivery Term (INCOTERMS 2000) & Place               | <input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> <b>DDU Chisinau max 60 days</b>                                     |
| Delivery Place                                       | UNDP Moldova, 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 checked="" type="checkbox"/> Partial bids permitted <input type="checkbox"/> Partial bids not permitted  |
| Quantity change                                      | <b>The UNDP reserves the right to modify the quantity by 25% of the tendered goods</b>  |
| General Terms and Conditions                         | UNDP General Terms and Conditions for Goods/Services<br><a href="http://www.undp.org/procurement/operate.shtml">http://www.undp.org/procurement/operate.shtml</a> |

| <b>Please state</b>  |
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| Quantity discount and early payment discount   |
| Details on any warranty/guarantee conditions   |
| Details on after-sales and post-warranty services  |
| Details on delivery period   |
| Recommended car maintenance schedule works, consumables, spares included and their prices:<br><input type="checkbox"/> For a one year period <input checked="" type="checkbox"/> For a period of 4 years or 150 000 km mileage |

| <b>REQUIREMENTS</b>  |
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| <u>Language</u> : All documentation, including installation and operating manuals shall be in:   |
| <input checked="" type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input checked="" type="checkbox"/> Others: Romanian and/or Russian |

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| <p><b>QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:</b><br/>The quotation/offer shall contain the following:</p> <ul style="list-style-type: none"> <li>● Company profile (short info up to 2 pages);</li> <li>● Detailed description of the offered vehicle (including photos);</li> <li>● Quotation in MDL/USD/EUR exclusive of VAT, excise and other duties or taxes (other currencies shall be converted into USD at the UN Operational Rate of Exchange on the day of competition deadline; contract shall be signed with the winner in currency of the offer);</li> <li>● Statement on adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above;</li> <li>● Additional information as requested under the "Please state" section;</li> <li>● Offers shall be presented in English or Romanian.</li> </ul> <p><b>MINIMUM QUALIFICATION REQUIREMENTS:</b></p> <ul style="list-style-type: none"> <li>● Minimum 3 years of experience in the field;</li> <li>● Adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above;</li> <li>● Availability of authorized service in Moldova;</li> <li>● Minimum 2 years warranty.</li> </ul> <p>Offers will be evaluated based on their responsiveness to the technical specifications and the minimum qualification requirements, within the "either in or out" rule.</p> |
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| <p>NAME, FUNCTIONAL TITLE: <b>Matilda Dimovska, Deputy Resident Representative</b></p> <p style="text-align: right;">Signature:  DATE: <u>19.08.2011</u></p> |
|---|

CONTACT PERSON: Mihai Maciuca, Procurement and Contract Management Officer  
([mihai.maciuca@undp.org](mailto:mihai.maciuca@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: "Three vehicles / Biomass & DRR"**".

Offers shall reach the UNDP office not later than **April 12, 2011, 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](mailto:tenders-Moldova@undp.org)**