



REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: 11 November 2011
	REFERENCE: RfQ11/00472

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **16:30 (local time) on 18 November 2011**.

Item	Generic Description	Quantity
1.	4 Wheel Drive Vehicle <ul style="list-style-type: none"> Real time 4 wheel drive system with manual switch between full 4 wheel drive and 2 wheel drive Left Hand Drive 5 seats, including driver; 5 doors Manufacture year: 2011 Ground clearance: min. 215 mm Fuel type: diesel Engine power: min. 160 HP – max. 200 HP Fuel consumption: max. 12 litres / 100 km (urban cycle) Emissions level: up to 280 g / 100 km (urban cycle) Emissions standard: Euro 4 Gearbox: Automatic Equipment: First aid kit, fire extinguisher, full-size spare wheel Front and side airbags (driver & passengers) ABS, Stability Control System, Active Traction Control System Power windows, power steering, power heated mirrors Fog lamps, xenon lights, light and rain sensors Multifunctional steering wheel, cruise control Audio system with CD-changer, Auxiliary USB connection Central locking with remote control, immobiliser Air-conditioner Metallic paint Light-alloy wheels 	1 (one) unit
2.	4x4 Vehicle <ul style="list-style-type: none"> Left Hand Drive 5 seats (including driver) Manufacture year: 2011 Fuel type: petrol Engine: min 2350 cm3 Gearbox: automatic Maximum fuel consumption (urban): 13 liters per 100 km Compliant to environmental standard: Euro-4 Color: White Equipment: First aid kit; fire extinguisher; full-size spare wheel Power windows, power steering Control display (temperature, fuel consumption, time) Anti-fog lamps Xenon lights, light and rain sensors Central locking remote control Alarm system 	1 (one) unit

	<ul style="list-style-type: none"> • Front seats heating system, rear window heating • ABS and 2 airbags (driver and front passenger) • Air conditioner • Immobilizer • CD-MP3 player 	
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CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> DAP
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 checked="" type="checkbox"/> Partial bids permitted <input 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
Details on any warranty/guarantee conditions
Details on delivery period
Name and address of authorized service in Moldova
Details on after-sales and post-warranty services

REQUIREMENTS
<p><u>Language:</u> All documentation, including installation and operating manuals shall be in:</p> <p><input checked="" type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input checked="" type="checkbox"/> Others: Romanian</p>
<p>QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:</p> <p>The quotation/offer shall contain the following:</p> <ul style="list-style-type: none"> • Company profile (short info up to 2 pages, including info about after-sales service conditions); • Detailed description of the offered vehicles, including photos; • Quotation for each item in MDL, EUR or USD exclusive of VAT, excise and other duties or taxes (Evaluation shall be done in USD. 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 the currency of the offer. Payment to local suppliers will be done in MDL at the UN Operational Rate of Exchange on the day of payment.) • Additional information as requested under the "Please state" section; • Statement on adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above; • Offers shall be presented in English, Romanian or Russian.
<p>MINIMUM QUALIFICATION REQUIREMENTS:</p> <ul style="list-style-type: none"> • Minimum 2 years of experience in the field; • Adherence to UNDP General Terms & Conditions and Payment & Delivery Terms above; • Availability of authorized service in Moldova; • Minimum warranty period of 2 years; • Maximum delivery period not to exceed 30 calendar days upon signature of contract. <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>

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

Signature:  DATE: 17.11.2011

CONTACT PERSON: Victor Munteanu, Project Manager (victor.munteanu@undp.org)

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

SUBMISSION OF OFFERS:

Offers shall be marked with the note "**RfQ11/00472 Vehicles**".

Offers shall reach the UNDP office not later than **18 November 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