

**REQUEST FOR QUOTATION (RFQ)**

NAME & ADDRESS OF FIRM:	DATE: 21 October 2014
	REFERENCE: RfQ14/00897

Dear Sir / Madam:

We kindly request you to submit your quotation for **provision and installation of conferencing and multimedia equipment for the General Police Inspectorate Office**, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the forms attached hereto as Annexes 2 and 3.

Quotations may be submitted on or before **3 November 2014, 11:00 (Moldova local time)** and via e-mail or courier mail to the address below:

United Nations Development Programme in Moldova
131, 31 August 1989 Street, MD-2012 Chisinau, Republic of Moldova
Attention: Registry Office/Procurement
tenders-Moldova@undp.org

Quotations shall be submitted in English or Romanian duly signed and stamped and shall be marked with the note **"RfQ14/00897: Conferencing and multimedia equipment for the General Police Inspectorate Office"**.

Quotations submitted by email must be limited to a maximum of 5MB, virus-free and no more than 5 email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned good/s:

Delivery Terms [INCOTERMS 2010]	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP <input checked="" type="checkbox"/> DAP
Exact Address of Delivery Location (identify all, if multiple)	11/1 Tiraspol Str., Chisinau, Moldova
Latest Expected Delivery Date and Time (if delivery time exceeds this, quote may be rejected by UNDP)	<input checked="" type="checkbox"/> 35 calendar days from the issuance of the Purchase Order (PO) <input type="checkbox"/> As per Delivery Schedule attached
Delivery Schedule	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required
Preferred Currency of Quotation	<input type="checkbox"/> United States Dollars <input type="checkbox"/> Euro <input checked="" type="checkbox"/> Moldovan Lei

Value Added Tax on Price Quotation	<input type="checkbox"/> Must be inclusive of VAT and other applicable indirect taxes <input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
After-sales services required	<input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of 2 years
Deadline for the Submission of Quotation	3 November 2014, 11:00 (Moldova local time)
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English <input type="checkbox"/> French <input checked="" type="checkbox"/> Others: Romanian or Russian
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Forms as provided in Annexes 2 and 3, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Company profile (short info up to 1 page); <input checked="" type="checkbox"/> Copy of Company's Registration Certificate; <input checked="" type="checkbox"/> Detailed technical description of the offered equipment; <input checked="" type="checkbox"/> Certificates of quality for the offered equipment; <input checked="" type="checkbox"/> Statement or certificate of origin for the offered equipment; <input checked="" type="checkbox"/> A statement whether any import or export licenses are required in respect of the goods to be purchased including any restrictions on the country of origin, use/dual use nature of goods or services, including and disposition to end users (where applicable); <input checked="" type="checkbox"/> Confirmation that licenses of this nature have been obtained in the past and an expectation of obtaining all the necessary licenses should the quotation be selected (where applicable); <input checked="" type="checkbox"/> Quality Certificates (ISO, etc.); <input checked="" type="checkbox"/> Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Name and address of the Authorized service in Moldova; <input checked="" type="checkbox"/> Technical responsiveness table; <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List.
Period of Validity of Quotes starting the Submission Deadline Date	<input checked="" type="checkbox"/> 60 days <input type="checkbox"/> 90 days <input type="checkbox"/> 120 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input type="checkbox"/> Not permitted <input checked="" type="checkbox"/> Permitted by ITEM
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of goods
Liquidated Damages	0.2% of contract for every day of delay, up to a maximum duration of 1 calendar month. Thereafter, the contract may be terminated.
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ¹ ; <input checked="" type="checkbox"/> Minimum 3 (three) year experience in the field; <input checked="" type="checkbox"/> Availability of certificates of quality and origin for the offered equipment; <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> Maximum delivery period not to exceed 30 calendar days upon

¹ UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term "more superior" as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

	signature of contract.
UNDP will award to:	<input type="checkbox"/> One and only one supplier <input checked="" type="checkbox"/> One or more Supplier
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order <input type="checkbox"/> Long-Term Agreement
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 10 days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection (checking compliance according to the technical specifications); <input checked="" type="checkbox"/> Complete Installation, configuration and integration of equipment <input checked="" type="checkbox"/> Testing of equipment <input checked="" type="checkbox"/> Training of assigned staff <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with RFQ requirements
Annexes to this RFQ	<input checked="" type="checkbox"/> Specifications of the Goods Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> Technical Responsiveness Table (Annex 3). <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions (Annex 4) Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only)	Alexandru Cocirta, Project Manager alexandru.cocirta@undp.org Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

Goods offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 3.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.


Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <http://www.undp.org/procurement/protest.shtml>.

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link: http://www.un.org/depts/ptd/pdf/conduct_english.pdf.

Thank you and we look forward to receiving your quotation.

Sincerely yours,



Nicola Harrington-Buhay,
Resident Representative

Technical Specifications

Description	Minimum requirements/specifications	Quantity																				
ITEM 1																						
Video and Audio Conferencing System and accessories																						
<p>The conferencing and multimedia equipment shall be installed in a room within the General Police Inspectorate's premises. All positions mentioned below shall be integrated into a fully operational system to be used for various purposes, including meetings, conferences, trainings, videoconferences with remote areas, etc.</p> <p>The dimensions of the meeting room are as follows (WxLxH): 14.47m x 11.34m x 3.0 m</p> <p>The room has been recently renovated, so any perforation works will be done only in extreme need. It is expected that the wiring will be run through the suspended ceiling.</p>																						
1	Video conferencing system Similar to POLYCOM RealPresence Group 700 - with 2 full HD cameras and necessary software and accessories	1																				
2	Display <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 60%;">Size (inch)</td><td style="text-align: center;">80</td></tr> <tr><td>Aspect Ratio</td><td style="text-align: center;">16:9</td></tr> <tr><td>Resolution</td><td style="text-align: center;">1920x1080 Full HD</td></tr> <tr><td>USB 2.0</td><td style="text-align: center;">2</td></tr> <tr><td>HDMI</td><td style="text-align: center;">2</td></tr> <tr><td>Ethernet (LAN)</td><td style="text-align: center;">1</td></tr> <tr><td>RCA</td><td style="text-align: center;">1</td></tr> <tr><td>Component in (Y/Pb/Pr) + Audio</td><td style="text-align: center;">1</td></tr> <tr><td>Color</td><td style="text-align: center;">black</td></tr> <tr><td>Ceiling or wall mounting possibility</td><td style="text-align: center;">Yes</td></tr> </table>	Size (inch)	80	Aspect Ratio	16:9	Resolution	1920x1080 Full HD	USB 2.0	2	HDMI	2	Ethernet (LAN)	1	RCA	1	Component in (Y/Pb/Pr) + Audio	1	Color	black	Ceiling or wall mounting possibility	Yes	1
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3	Wall mount adjustable support bracket Compatible with 80 inch display	1																				
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Component in (Y/Pb/Pr) + Audio	1																					
Color	black																					
Ceiling or wall mounting possibility	yes																					
5	Ceiling mount adjustable support bracket Compatible with 48 inch display	2																				
6	Wireless Audio Conference System <ul style="list-style-type: none"> - Wireless transmission technology - Immunity to RF interference from mobile phones and comparable devices - Sound quality: Freq. Response: 20 Hz ~ 20 kHz, - S/N: >80 dBA - Supply voltage: AC 210-240 V, 50-60 Hz - Application software included 	1																				

		<ul style="list-style-type: none"> - USB interface - Ethernet interface - Video switcher interface - LINE IN interface for connection to an external audio device - Multiple discussion modes - Multiple simultaneous interpretation - Information LCD display - Rack mount ready 	
7	Chairman unit	<ul style="list-style-type: none"> - Wireless technology - Microphone with flexible stem - On/Off microphone button - On/Off light indicator - Channel selector - Priority button - Battery life (with mic On): min 8 hours - Rechargeable battery pack - Pluggable microphone - Transmitting up to 64 CHs high quality digital audio - Immunity to RF interference from mobile devices - Built-in loudspeaker - Built-in volume control for headphones - 3.5 mm stereo headphone jack - 3.5 mm socket for external microphone or headset microphone - Frequency response 20 Hz to 20 kHz - Tabletop mounted 	1
8	Delegate unit	<ul style="list-style-type: none"> - Wireless technology - Microphone with flexible stem - On/Off microphone button - On/Off light indicator - Channel selector - Battery life (with mic On): min 8 hours - Rechargeable battery pack - Pluggable microphone - Transmitting up to 64 CHs high quality digital audio - Immunity to RF interference from mobile devices - Built-in loudspeaker - Built-in volume control for headphones - 3.5 mm stereo headphone jack - 3.5 mm socket for external microphone or headset microphone - Frequency response 20 Hz to 20 kHz - Tabletop mounted 	5
9	Charging unit compatible with Chairman and Delegate units (Positions 7 and 8)		1
10	Wireless Signal Transceiver	<ul style="list-style-type: none"> - Ceiling, wall or tripod mounting, easy to install - Signal range min 15 m from the unit - Distribution of min 4 audio channels - 3.5 mm stereo headphone socket - LCD display - Adjustable sensitivity - Supply voltage: AC 210-240 V, 50-60 Hz 	1
11	Wireless receiver	<ul style="list-style-type: none"> - For four handheld wireless microphones - Carrier frequency range 795 MHz – 820 MHz - Frequency response 80 Hz - 15 kHz - S/N ratio > 105 dB 	1
12	Wireless microphones	<ul style="list-style-type: none"> - Handheld wireless microphone transmitters - On/Off button - Immunity to RF interference from mobile devices - Rechargeable battery - Battery life (mic On): min 8 hours 	4
13	Charging unit for 4 wireless microphones compatible with item 12 above		1
14	Speakers	Active ceiling loudspeaker 30W	8
15	Amplifier	Mixing amplifier for active loudspeakers, 240W	1
16	UPS	<ul style="list-style-type: none"> - Output Power Capacity: 1000 Watts / 1500 VA - Nominal Output Voltage: 230V 	1

		<ul style="list-style-type: none"> - Output Voltage Distortion: Less than 5% at full load - Waveform Type: Sine wave - Output Connections: (4) IEC 320 C13 - Nominal Input Voltage: 230V - Input Frequency: 50/60 Hz +/- 3 Hz (auto sensing) - Input voltage adjustable range for mains operation: 151 - 302V - Rack mount ready 	
17	Rack	Rack 18U for passive equipment with PDU with cooling system and min. 4 power sockets	1
18	Wireless interpretation and language distribution system	General <ul style="list-style-type: none"> - Support min 60 persons - Cover up to 400 m2 - Supply voltage: AC 210-240 V, 50-60 Hz 	1
		Transmitter <ul style="list-style-type: none"> - Mounting brackets - Distribution of min 4 audio channels - Signal range min 15 m from the unit - Rack mount ready - Adjustable sensitivity - LCD display - 3.5 mm stereo headphone socket 	1
		Simultaneous Interpretation Unit: <ul style="list-style-type: none"> - Ready to use for two users - Accommodate at least 2 languages - Up to 64 channels - Immunity to RF interference from mobile phones - LCD display - Built-in loudspeaker - Volume control - Microphone with flexible stem and On/Off light indicator - Adjustable microphone sensitivity - Repeat function - Headphone volume control - Microphone mute button - 2 x 3.5 mm stereo jack for headphone - 2 x high quality dynamic headphones for interpreters - Tabletop mounting 	1
19	Wireless Pocket Receiver With Stereo Headphones	<ul style="list-style-type: none"> - On/Off button - Rechargeable battery - Battery life: up to 8 hours - Volume control - Min 4 audio channels - LCD display 	60
20	Storage case for the wireless pocket receivers	<ul style="list-style-type: none"> - To store at least 60 receivers - Reinforced corners - Shaped foam padding 	1
21	Charging unit for wireless receivers	<ul style="list-style-type: none"> - For at least 50 receivers at one time - On/Off switch 	1
22	Cables, software and accessories for equipment installation, configuration and integration		
23	Installation services and testing		
24	Training for end users		
25	Maintenance Services	24 months	
26	Expected delivery schedule – up to 35 calendar days <ul style="list-style-type: none"> - Delivery of equipment to Moldova – up to 28 calendar days - Installation, configuration and integration of equipment – up to 5 calendar days - Testing of equipment – 1 calendar day - Training of assigned staff – 1 calendar day 		

ITEM 2

Multimedia and audio system

The audio and multimedia equipment shall be installed in a room within the General Police Inspectorate`s premises. All positions mentioned below shall be integrated into a fully operational system to be used for

various purposes, including meetings, press conferences, trainings, presentations, etc. The dimensions of the meeting room are as follows (WxLxH): 8.36m x 5.56m x 3.0 m The room has been recently renovated, so any perforation works will be done only in extreme need. It is expected that the wiring will be run through the suspended ceiling.			
1	Interactive whiteboard system	<ul style="list-style-type: none"> - 87 inch screen - Touch resolution: 4000 x 4000 or better - Use a finger or pen to write on the interactive whiteboard and to control applications - Allow up to four users to perform tasks simultaneously - Low-gloss durable surface - Dry erase compatible - Audio connectivity - Remote control - Aspect ratio: 16:10 - Supply voltage: AC 210-240 V, 50-60 Hz - Compatible with Windows® operating system software - Provided with dedicated software applications - Wall mounting brackets - Ultra short projector: <ul style="list-style-type: none"> o minimum brightness: 3500 lumens o resolution: WXGA 1280 x 800 o video interface: HDMI (x2) and VGA (RGB or Component) o audio interface: 3.5 mm phone jack audio input, 3.5 mm phone jack audio output o minimum lamp life of 1500 hours, standard mode 	1
2	Audio system	<ul style="list-style-type: none"> - Audio signal splitter - Minimum 4 mic/line out - Wireless microphone signal receiver - LCD display - Signal range min 15 m from the unit - Adjustable sensitivity - Rack mount ready - Supply voltage: AC 210-240 V, 50-60 Hz - 3.5 mm stereo headphone socket 	1
3	Wireless microphones	<ul style="list-style-type: none"> - Handheld wireless microphone transmitters - On/Off button - Immunity to RF interference from mobile devices - Rechargeable battery - Battery life (mic On): min 8 hours 	2
4	Charging unit for 4 wireless microphones compatible with position 3 above		1
5	Speakers	Active ceiling loudspeaker 30W	4
6	Amplifier	Mixing amplifier for active loudspeakers, 240W	1
7	UPS	<ul style="list-style-type: none"> - Output Power Capacity: 1000 Watts / 1500 VA - Nominal Output Voltage: 230V - Output Voltage Distortion: Less than 5% at full load - Waveform Type: Sine wave - Output Connections: (4) IEC 320 C13 - Nominal Input Voltage: 230V - Input Frequency: 50/60 Hz +/- 3 Hz (auto sensing) - Input voltage adjustable range for mains operation: 151 - 302V - Rack mount ready 	1
8	Rack	Rack 14U for passive equipment with PDU with cooling system and min. 4 power sockets	1
9	Cables, software and accessories for equipment installation, configuration and integration		
10	Installation services and testing		
11	Training for end users		
12	Maintenance Services	24 months	
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FORM FOR SUBMITTING SUPPLIER'S QUOTATION

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery)

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. 14/00897:

TABLE 1: Offer to Supply Goods Compliant with Technical Specifications and Requirements

Item 1

Component No.	Description/Specification of Goods	Quantity	Unit Price	Total Price per Component
Total Prices of Goods				
Add : Cost of Transportation				
Add : Cost of Installation				
Add : Other Charges (pls. specify)				
Total Final and All-Inclusive Price Quotation				

Item 2

Component No.	Description/Specification of Goods	Quantity	Unit Price	Total Price per Component
Total Prices of Goods				
Add : Cost of Transportation				
Add : Cost of Installation				
Add : Other Charges (pls. specify)				
Total Final and All-Inclusive Price Quotation				

TABLE 2: Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation are as follows :	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Delivery Lead Time: 35 calendar days upon PO issuance			
Warranty and After-Sales Requirements			
a) Minimum two (2) years warranty on both parts and labor			

b) Others			
Validity of Quotation: 60 calendar days			
All Provisions of the UNDP General Terms and Conditions			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

[Name and Signature of the Supplier's Authorized Person]
[Designation]
[Date]

Technical responsiveness table

	Item	Minimum requirements/specifications	Yes/No (please provide details)																				
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11	Wireless receiver	<ul style="list-style-type: none"> - For four handheld wireless microphones - Carrier frequency range 795 MHz – 820 MHz - Frequency response 80 Hz - 15 kHz - S/N ratio > 105 dB 	
12	Wireless microphones	<ul style="list-style-type: none"> - Handheld wireless microphone transmitters - On/Off button - Immunity to RF interference from mobile devices - Rechargeable battery 	

		- Battery life (mic On): min 8 hours	
13	Charging unit for 4 wireless microphones compatible with item 12 above		
14	Speakers	Active ceiling loudspeaker 30W	
15	Amplifier	Mixing amplifier for active loudspeakers, 240W	
16	UPS	<ul style="list-style-type: none"> - Output Power Capacity: 1000 Watts / 1500 VA - Nominal Output Voltage: 230V - Output Voltage Distortion: Less than 5% at full load - Waveform Type: Sine wave - Output Connections: (4) IEC 320 C13 - Nominal Input Voltage: 230V - Input Frequency: 50/60 Hz +/- 3 Hz (auto sensing) - Input voltage adjustable range for mains operation: 151 - 302V - Rack mount ready 	
17	Rack	Rack 18U for passive equipment with PDU with cooling system and min. 4 power sockets	
18	Wireless interpretation and language distribution system	General <ul style="list-style-type: none"> - Support min 60 persons - Cover up to 400 m2 - Supply voltage: AC 210-240 V, 50-60 Hz 	
		Transmitter <ul style="list-style-type: none"> - Mounting brackets - Distribution of min 4 audio channels - Signal range min 15 m from the unit - Rack mount ready - Adjustable sensitivity - LCD display - 3.5 mm stereo headphone socket 	
		Simultaneous Interpretation Unit: <ul style="list-style-type: none"> - Ready to use for two users - Accommodate at least 2 languages - Up to 64 channels - Immunity to RF interference from mobile phones - LCD display - Built-in loudspeaker - Volume control - Microphone with flexible stem and On/Off light indicator - Adjustable microphone sensitivity - Repeat function - Headphone volume control - Microphone mute button - 2 x 3.5 mm stereo jack for headphone - 2 x high quality dynamic headphones for interpreters - Tabletop mounting 	
19	Wireless Pocket Receiver With Stereo Headphones	<ul style="list-style-type: none"> - On/Off button - Rechargeable battery - Battery life: up to 8 hours - Volume control - Min 4 audio channels - LCD display 	
20	Storage case for the wireless pocket receivers	<ul style="list-style-type: none"> - To store at least 60 receivers - Reinforced corners - Shaped foam padding 	

21	Charging unit for wireless receivers	<ul style="list-style-type: none"> - For at least 50 receivers at one time - On/Off switch 	
22	Cables, software and accessories for equipment installation, configuration and integration		
23	Installation services and testing		
24	Training for end users		
25	Maintenance Services	24 months	
26	Expected delivery schedule – up to 35 calendar days		
	<ul style="list-style-type: none"> - Delivery of equipment to Moldova – up to 28 calendar days - Installation, configuration and integration of equipment – up to 5 calendar days - Testing of equipment – 1 calendar day - Training of assigned staff – 1 calendar day 		
Item 2			
Multimedia and audio system			
1	Interactive whiteboard system	<ul style="list-style-type: none"> - 87 inch screen - Touch resolution: 4000 x 4000 or better - Use a finger or pen to write on the interactive whiteboard and to control applications - Allow up to four users to perform tasks simultaneously - Low-gloss durable surface - Dry erase compatible - Audio connectivity - Remote control - Aspect ratio: 16:10 - Supply voltage: AC 210-240 V, 50-60 Hz - Compatible with Windows® operating system software - Provided with dedicated software applications - Wall mounting brackets - Ultra short projector: <ul style="list-style-type: none"> o minimum brightness: 3500 lumens o resolution: WXGA 1280 × 800 o video interface: HDMI (x2) and VGA (RGB or Component) o audio interface: 3.5 mm phone jack audio input, 3.5 mm phone jack audio output o minimum lamp life of 1500 hours, standard mode 	
2	Audio system	<ul style="list-style-type: none"> - Audio signal splitter - Minimum 4 mic/line out - Wireless microphone signal receiver - LCD display - Signal range min 15 m from the unit - Adjustable sensitivity - Rack mount ready - Supply voltage: AC 210-240 V, 50-60 Hz - 3.5 mm stereo headphone socket 	
3	Wireless microphones	<ul style="list-style-type: none"> - Handheld wireless microphone transmitters - On/Off button - Immunity to RF interference from mobile devices - Rechargeable battery - Battery life (mic On): min 8 hours 	
4	Charging unit for 4 wireless microphones compatible with position 3		

	above		
5	Speakers	Active ceiling loudspeaker 30W	
6	Amplifier	Mixing amplifier for active loudspeakers, 240W	
7	UPS	<ul style="list-style-type: none"> - Output Power Capacity: 1000 Watts / 1500 VA - Nominal Output Voltage: 230V - Output Voltage Distortion: Less than 5% at full load - Waveform Type: Sine wave - Output Connections: (4) IEC 320 C13 - Nominal Input Voltage: 230V - Input Frequency: 50/60 Hz +/- 3 Hz (auto sensing) - Input voltage adjustable range for mains operation: 151 - 302V - Rack mount ready 	
8	Rack	Rack 14U for passive equipment with PDU with cooling system and min. 4 power sockets	
9	Cables, software and accessories for equipment installation, configuration and integration		
10	Installation services and testing		
11	Training for end users		
12	Maintenance Services	24 months	
13	Expected delivery schedule – up to 35 calendar days		
	<ul style="list-style-type: none"> - Delivery of equipment to Moldova – up to 28 calendar days - Installation, configuration and integration of equipment – up to 5 calendar days - Testing of equipment – 1 calendar day - Training of assigned staff – 1 calendar day 		

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

[Name and Signature of the Supplier's Authorized Person]
[Designation]
[Date]

1. ACCEPTANCE OF THE PURCHASE ORDER

This Purchase Order may only be accepted by the Supplier's signing and returning an acknowledgement copy of it or by timely delivery of the goods in accordance with the terms of this Purchase Order, as herein specified. Acceptance of this Purchase Order shall effect a contract between the Parties under which the rights and obligations of the Parties shall be governed solely by the terms and conditions of this Purchase Order, including these General Conditions. No additional or inconsistent provisions proposed by the Supplier shall bind UNDP unless agreed to in writing by a duly authorized official of UNDP.

2. PAYMENT

- 2.1 UNDP shall, on fulfillment of the Delivery Terms, unless otherwise provided in this Purchase Order, make payment within 30 days of receipt of the Supplier's invoice for the goods and copies of the shipping documents specified in this Purchase Order.
- 2.2 Payment against the invoice referred to above will reflect any discount shown under the payment terms of this Purchase Order, provided payment is made within the period required by such payment terms.
- 2.3 Unless authorized by UNDP, the Supplier shall submit one invoice in respect of this Purchase Order, and such invoice must indicate the Purchase Order's identification number.
- 2.4 The prices shown in this Purchase Order may not be increased except by express written agreement of UNDP.

3. TAX EXEMPTION

- 3.1 Section 7 of the Convention on the Privileges and Immunities of the United Nations provides, inter alia, that the United Nations, including its subsidiary organs, is exempt from all direct taxes, except charges for utilities services, and is exempt from customs duties and charges of a similar nature in respect of articles imported or exported for its official use. In the event any governmental authority refuses to recognize UNDP's exemption from such taxes, duties or charges, the Supplier shall immediately consult with UNDP to determine a mutually acceptable procedure.
- 3.2 Accordingly, the Supplier authorizes UNDP to deduct from the Supplier's invoice any amount representing such taxes, duties or charges, unless the Supplier has consulted with UNDP before the payment thereof and UNDP has, in each instance, specifically authorized the Supplier to pay such taxes, duties or charges under protest. In that event, the Supplier shall provide UNDP with written evidence that payment of such taxes, duties or charges has been made and appropriately authorized.

4. RISK OF LOSS

Risk of loss, damage to or destruction of the goods shall be governed in accordance with Incoterms 2010, unless otherwise agreed upon by the Parties on the front side of this Purchase Order.

5. EXPORT LICENCES

Notwithstanding any INCOTERM 2010 used in this Purchase Order, the Supplier shall obtain any export licences required for the goods.

6. FITNESS OF GOODS/PACKAGING

The Supplier warrants that the goods, including packaging, conform to the specifications for the goods ordered under this Purchase Order and are fit for the purposes for which such goods are ordinarily used and for purposes expressly made known to the Supplier by UNDP, and are free from defects in workmanship and materials. The Supplier also warrants that the goods are contained or packaged adequately to protect the goods.

7. INSPECTION

- 7.1 UNDP shall have a reasonable time after delivery of the goods to inspect them and to reject and refuse acceptance of goods not conforming to this Purchase Order; payment for goods pursuant to this Purchase Order shall not be deemed an acceptance of the goods.
- 7.2 Inspection prior to shipment does not relieve the Supplier from any of its contractual obligations.

8. INTELLECTUAL PROPERTY INFRINGEMENT

The Supplier warrants that the use or supply by UNDP of the goods sold under this Purchase Order does not infringe any patent, design, trade-name or trade-mark. In addition, the Supplier shall, pursuant to this warranty, indemnify, defend and hold UNDP and the United Nations harmless from any actions or claims brought against UNDP or the United Nations pertaining to the alleged infringement of a patent, design, trade-name or trade-mark arising in connection with the goods sold under this Purchase Order.

9. RIGHTS OF UNDP

In case of failure by the Supplier to fulfil its obligations under the terms and conditions of this Purchase Order, including but not limited to failure to obtain necessary export licences, or to make delivery of all or part of the goods by the agreed delivery date or dates, UNDP may, after giving the Supplier reasonable notice to perform and without prejudice to any other rights or remedies, exercise one or more of the following rights:

- 9.1 Procure all or part of the goods from other sources, in which event UNDP may hold the Supplier responsible for any excess cost occasioned thereby.
- 9.2 Refuse to accept delivery of all or part of the goods.
- 9.3 Cancel this Purchase Order without any liability for termination charges or any other liability of any kind of UNDP.

10. LATE DELIVERY

Without limiting any other rights or obligations of the parties hereunder, if the Supplier will be unable to deliver the goods by the delivery date(s) stipulated in this Purchase Order, the Supplier shall (i) immediately consult with UNDP to determine the most expeditious means for delivering the goods and (ii) use an expedited means of delivery, at the Supplier's cost (unless the delay is due to Force Majeure), if reasonably so requested by UNDP.

11. ASSIGNMENT AND INSOLVENCY

- 11.1. The Supplier shall not, except after obtaining the written consent of UNDP, assign, transfer, pledge or make other disposition of this Purchase Order, or any part thereof, or any of the Supplier's rights or obligations under this Purchase Order.
- 11.2. Should the Supplier become insolvent or should control of the Supplier change by virtue of insolvency, UNDP may, without prejudice to any other rights or remedies, immediately terminate this Purchase Order by giving the Supplier written notice of termination.

12. USE OF UNDP OR UNITED NATIONS NAME OR EMBLEM

The Supplier shall not use the name, emblem or official seal of UNDP or the United Nations for any purpose.

13. PROHIBITION ON ADVERTISING

The Supplier shall not advertise or otherwise make public that it is furnishing goods or services to UNDP without specific permission of UNDP in each instance.

14. CHILD LABOUR

The Supplier represents and warrants that neither it nor any of its affiliates is engaged in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child, including Article 32 thereof, which, inter alia, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development.

Any breach of this representation and warranty shall entitle UNDP to terminate this Purchase Order immediately upon notice to the Supplier, without any liability for termination charges or any other liability of any kind of UNDP.

15. MINES

The Supplier represents and warrants that neither it nor any of its affiliates is actively and directly engaged in patent activities, development, assembly, production, trade or manufacture of mines or in such activities in respect of components primarily utilized in the manufacture of Mines. The term "Mines" means those devices defined in Article 2, Paragraphs 1, 4 and 5 of Protocol II annexed to the Convention on Prohibitions and Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects of 1980.

Any breach of this representation and warranty shall entitle UNDP to terminate this Purchase Order immediately upon notice to the Supplier, without any liability for termination charges or any other liability of any kind of UNDP.

16. SETTLEMENT OF DISPUTES

16.1 **Amicable Settlement.** The Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of, or relating to this Purchase Order or the breach, termination or invalidity thereof. Where the Parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with the UNCITRAL Conciliation Rules then obtaining, or according to such other procedure as may be agreed between the Parties.

16.2 **Arbitration.** Unless, any such dispute, controversy or claim between the Parties arising out of or relating to this Purchase Order or the breach, termination or invalidity thereof is settled amicably under the preceding paragraph of this Section within sixty (60) days after receipt by one Party of the other Party's request for such amicable settlement, such dispute, controversy or claim shall be referred by either Party to arbitration in accordance with the UNCITRAL Arbitration Rules then obtaining, including its provisions on applicable law. The arbitral tribunal shall have no authority to award punitive damages. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute.

17. PRIVILEGES AND IMMUNITIES

Nothing in or related to these General Terms and Conditions or this Purchase Order shall be deemed a waiver of any of the privileges and immunities of the United Nations, including its subsidiary organs.

18. SEXUAL EXPLOITATION:

18.1 The Contractor shall take all appropriate measures to prevent sexual exploitation or abuse of anyone by it or by any of its employees or any other persons who may be engaged by the Contractor to perform any services under the Contract. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, shall constitute the sexual exploitation and abuse of such person. In addition, the Contractor shall refrain from, and shall take all appropriate measures to prohibit its employees or other persons engaged by it from, exchanging any money, goods, services, offers of employment or other things of value, for sexual favors or activities, or from engaging in any sexual activities that are exploitive or degrading to any person. The Contractor acknowledges and agrees that the provisions hereof constitute an essential term of the Contract and that any breach of this representation and warranty shall entitle UNDP to terminate the Contract immediately upon notice to the Contractor, without any

liability for termination charges or any other liability of any kind.

- 18.2 UNDP shall not apply the foregoing standard relating to age in any case in which the Contractor's personnel or any other person who may be engaged by the Contractor to perform any services under the Contract is married to the person less than the age of eighteen years with whom sexual activity has occurred and in which such marriage is recognized as valid under the laws of the country of citizenship of such Contractor's personnel or such other person who may be engaged by the Contractor to perform any services under the Contract.

19. OFFICIALS NOT TO BENEFIT:

The Contractor warrants that no official of UNDP or the United Nations has received or will be offered by the Contractor any direct or indirect benefit arising from this Contract or the award thereof. The Contractor agrees that breach of this provision is a breach of an essential term of this Contract.

20. AUTHORITY TO MODIFY:

Pursuant to the Financial Regulations and Rules of UNDP, only the UNDP Authorized Official possess the authority to agree on behalf of UNDP to any modification of or change in this Agreement, to a waiver of any of its provisions or to any additional contractual relationship of any kind with the Contractor. Accordingly, no modification or change in this Contract shall be valid and enforceable against UNDP unless provided by an amendment to this Agreement signed by the Contractor and jointly by the UNDP Authorized Official.