

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: 11 November 2014
	REFERENCE: RfQ14/00918

Dear Sir / Madam:

We kindly request you to submit your quotation for design and printing visibility materials for UN Women, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before **21 November 2014, 16:30 (Moldova local time)** and via e-mail or courier mail to the address below:

United Nations Entity for Gender Equality and the Empowerment of Women 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 **"RfQ14/00918: Design and printing visibility materials for UN Women"**.

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 UN Women 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 it is signed and is saved 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
Customs clearance, if needed, shall be done by:	<input type="checkbox"/> UN Women <input checked="" type="checkbox"/> Supplier/Offendor <input type="checkbox"/> Freight Forwarder
Exact Address of Delivery Location (identify all, if multiple)	131, 31 August 1989 Street, MD-2012 Chisinau, Republic of Moldova
Latest Expected Delivery Date and Time (if delivery time exceeds this, quote may be rejected by UN Women)	<input checked="" type="checkbox"/> As per Delivery Schedule attached
Delivery Schedule	<input checked="" type="checkbox"/> Required
Mode of Transport	<input type="checkbox"/> AIR <input type="checkbox"/> SEA <input checked="" type="checkbox"/> LAND <input type="checkbox"/> OTHER

Preferred Currency of Quotation ¹	<input type="checkbox"/> United States Dollars <input type="checkbox"/> Euro <input checked="" type="checkbox"/> Moldovan Lei
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
After-sales services required	<input checked="" type="checkbox"/> Others: 12 months warranty for USB memory sticks and umbrellas
Deadline for the Submission of Quotation	21 November 2014 , 16:30 (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 type="checkbox"/> Spanish <input checked="" type="checkbox"/> Others: Romanian
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, 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"/> Samples of printed awareness raising/promo materials; <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, UN Women 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 checked="" type="checkbox"/> Permitted by LOT
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of goods
Liquidated Damages	0.1% 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; <input checked="" type="checkbox"/> Minimum 2 years' experience in the field; <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> Maximum delivery period not to exceed 20 working days upon signature of contract;
UN Women will award to:	<input checked="" type="checkbox"/> One or more Supplier, depending on the following factors: Every LOT may be awarded to one single supplier provided that the supplier is eligible (qualified), technically responsive and offered the lowest price for the respective items.
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 20 days
Conditions for Release of Payment	<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"/> General Terms and Conditions / Special Conditions (Annex 3). 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)	Corneliu Eftodi corneliu.eftodi@unwomen.org Any delay in UN Women's response shall be not used as a reason for extending the deadline for submission, unless UN Women determines that such an extension is necessary and communicates a new deadline to the Proposers.
General Conditions of Contract	- For <u>Goods</u>

¹ Local vendors must comply with any applicable laws regarding doing business in other currencies. Conversion of currency into the UN Women preferred currency, if the offer is quoted differently from what is required, shall be based only on UN Operational Exchange Rate prevailing at the time of UN Women's issuance of Purchase Order.

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 UN Women 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 UN Women. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UN Women's re-computation and correction of errors, its quotation will be rejected.

After UN Women has identified the lowest price offer, UN Women 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 UN Women'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 UN Women after it has received the quotation. At the time of award of Contract or Purchase Order, UN Women 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 Contract or 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 UN Women herein attached.

UN Women 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.

UN Women encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UN Women 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.

UN Women implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UN Women, as well as third parties involved in UN Women activities. UN Women 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.

The UN Women has set out a vendor protest procedure intended to afford an opportunity to appeal to persons or firms not awarded a purchase order or contract in a competitive procurement process. **It is not available to non-responsive or non-timely proposers/bidders or when all proposals/bids are rejected.** 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.unwomen.org/en/about-us/procurement/vendor-protest-procedure>.

Thank you and we look forward to receiving your quotation.

Sincerely yours,



Ulziisuren Jamsran

Acting Head of Office a.i.
UN Women Moldova

Technical Specifications

Items to be Supplied*	Description / Specifications of Goods	Latest Delivery Date	Quantity	
			Option 1	Option 2

LOT#1

UN Women tailored A5 notebook with lined paper with elastic band closure	Design, layout & printing of A5 notebooks (with 1-color logo on the front side): Format: A5 booklet Cover: 300 g/m ² , color cover with elastic band closure Inside: 70 white lined sheets, 70 gr/m ² . Binding: perfect binding on the long side with a thin line of perforations	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out	250 pcs.	500 pcs.
UN Women tailored recycled note pads with pen	Design, layout & printing of B5 notepads with pen (with 1-color logo on the front side): Format: B5 notepad with pen Cover: 300g/m ² , cardboard 2+0 pantone Inside: 70 sheets, in lines, color 2+0 pantone Binding: perfect binding on the long side with a thin line of perforations Pen: made of recycled carton and biodegradable plastic, blue pills	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out	200 pcs.	500 pcs.
UN Women tailored A5 notebooks	Design, layout & printing of A5 notebooks (with 1-color logo): 25 sheets: 1 page-cover (cardboard), 25 sheets inside Format: A5 Cover: cardboard 300 g/m ² , on the backside Inside: 25 sheets, offset 80g/m ² , in lines, color 2+0 pantone Binding: perfect binding on the short side with a thin line of perforations	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out	250 pc.	500 pc.
Tailored UN Women A4 paper based folders	Design, layout & printing of A4 paper based folders (with 1 color logo on the front side): Format: A4+ Cover: color 4+0 pantone, cardboard 350 g/m ² , matt varnish, internal pockets on both sides of the folder, sized 12 cm x 9 cm	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out	500 pc.	1000 pc.
UN Women tailored transparent folders	Design, layout & printing UN Women tailored folders: Format: A4 Cover: plastic file, transparent, lateral opening Printed logo-1 color text printing on the front side	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out	500 pc.	1000 pc.
UN Women tailored pens	Branding of pens with one-color logo: Format: polo, white color, plastic Thickness of the line of writing - 0.5 mm. Ink color: blue	Design: 3 working days Printing: 10 working days from approval of lay-out	200 pc.	500 pc.
Pen with UN Women logo	Branding of pens with one color logo: Gift set with pen and mechanical pencil in wooden box (similar to Parker) Ink color: blue/ black Printing Techniques: Laser	Design: 3 working days Printing: 10 working days from approval of lay-out	50 pc.	100 pc.

LOT#2

UN Women tailored pouch for documents	Design, layout & printing of tailored pouch for documents (with 1 color logo on the from side): Pouch for documents with a lower front pocket and main compartment. Polyester Product Size: 37X28X3 CM Techniques Screen Printing	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out	100 pc.	250 pc.
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UN Women tailored purse hanging device	Branding of UN Women tailored purse hanging device Metal Product Size: Ø4,7X0,7 CM Printing Techniques: Pad	Design: 3 working days Printing: 10 working days from approval of lay-out	150 pc.	250 pc.
UN Women tailored metal card holder	Branding of metal business card-holder with one logo: Metal Product Size: 9,4X6X0,6 CM Printing Techniques: Digital, Laser	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out	50 pc.	100 pc.
UN Women tailored USB Memory Stick	Hi-speed USB flash drives with Logo Flash drive memory capacity: 8 GB; Operating System compatibility: Windows7 and higher None removable metallic swivel style cowl; 12 months warranty; color tampon-printed logo, 18x34mm	Design: 3 working days Printing: 10 working days from approval of lay-out	100 pc.	200 pc.
UN Women tailored ceramic mugs	Branding of ceramic mugs: Minimum 200 ml cup volume color tampon-printed logo, 34x65mm Preferred color : white Printed logo-1 color text printing on the front side	Design: 3 working days Printing: 10 working days from approval of lay-out	50 pc.	50 pc.
Foldable bag with UN Women logo	Branding and manufacturing of foldable bags with one logo: Foldable bag polyester with PVC coating for easy printing logo. Product Size: 42X42,5 CM Techniques Screen Printing,	Design: 3 working days Production: 10 working days from approval of lay-out	100 pc.	150 pc.
Paper bags with UN Women logo	Design & manufacturing of UN Women paper bags (1 color logo and text): Size approx. : 209 x 133 x 82mm 100% recycled paper, Preferred color – natural / light beige/ navy one side print, maximum imprint size – 31x27cm, two long handles;	Design: 3 working days Production: 10 working days from approval of lay-out	100 pc.	200 pc.
Cotton bags with UN Women logo	Design & manufacturing of UN Women tailored cotton bags with 1 color logo: one side print, maximum print area 350x350mm, Long loop cotton bags two long handles; bag size without handles – height=42-46 cm; width=36-38 cm; linen density – minimum 60 gr/m2, cotton 100%; Preferred color – natural / light beige.	Design: 3 working days Production: 10 working days from approval of lay-out	100 pc.	250 pc.
Collapsible umbrella with UN Women logo	Manufacturing of UN Women tailored collapsible umbrella (with one color logo): Foldable, 3 fold umbrella with silver lining inside. Matching colored pouch. 8 panels, polyester. Product Size: Ø97X57 CM Printing Size: 200x150mm Preferred color : Turquoise	Design: 3 working days Printing: 10 working days from approval of lay-out	50 pc.	50 pc.
Umbrella with UN Women logo	Manufacturing of UN Women tailored umbrella (with one color logo): Umbrella with UV Protection and aluminum grip. Manual opening 190T polyester Product size: Ø104X90 CM Printing Size: 200x150mm Preferred color : Turquoise	Design: 3 working days Printing: 10 working days from approval of lay-out	5pc.	10 pc
UN Women tailored Polo (unisex)	Design & production of UN Women tailored polo (unisex, one-color logo): White color Polo Linen density: 150 gr/m2 ; Linen composition: 100% cotton;	Design: 3 working days Production: 10 working days from approval of lay-out	100 (size S - 25 Size M - 25 Size L - 25 Size XL - 25)	100 (size S - 25 Size M - 25 Size L - 25 Size XL - 25)
UN Women tailored pins	Design and production of UN Women tailored pins (with UN Women 1 color logo): metallic pins approximate size 20x15 mm Printed logo-1 color text printing on the front side	Design: 3 working days Printing: 10 working days from approval of lay-out	50 pc.	100 pc.

UN Women tailored caps	Design & production of UN Women tailored caps with one-color logo (similar to baseball style): 5 panels cotton caps; Adjustable size; Metal snap closure or Velcro fastening belt for size adjustment; Stitched, colored logo (embroidery), 9x5cm; Preferred color: white	Design: 3 working days Printing: 10 working days from approval of lay-out	50 pc.	100 pc.
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LOT#3

Analog clock for desktop with UN Women logo	Design & production of analog clock with UN Women Logo: Type: Analog clock desktop ball shaped, chrome base and patterned glass globe. Includes battery. Product Size: 9,6X7X7CM Printing Techniques: Laser or Pad Printed logo-1 color text printing on the front side	Design: 3 working days Printing: 10 working days from approval of lay-out	20 pc.	30 pc.
Stress Balls with UN Women logo	Branding with UN Women Logo (similar to Baoding Balls): Type: Stress Balls on wood. Product Size: 14X10X7 CM Printing Techniques: Digital label, Laser, Printed logo-1 color text printing on the front side	Design: 3 working days Printing: 10 working days from approval of lay-out	20 pc.	30 pc.
Key ring with card holder set with UN Women logo	Branding of set of key ring with card holder and with UN Women Logo: Key ring and card holder set presented in a box. Product Size: 13,7X13,2X3 CM Printing Techniques: Laser, Pad Printing, Printed logo-1 color text printing on the front side	Design: 3 working days Printing: 10 working days from approval of lay-out	25 pc.	50 pc.
UN Women tailored globe glass trophy	Design and production of UN Women-tailored globe glass trophy (one color logo): Elegant round trophy made in glass, featuring a relief half globe pattern on top. Presented in a classic gift box. Product Size: Ø12X11,5X3,7 CM Printing Techniques: Screen Printing	Design: 3 working days Printing: 10 working days from approval of lay-out	20 pc.	50 pc.

**Pls. attach delivery schedule, if relevant, and cluster by separate option. Specify delivery locations if goods multiple destinations.*

FORM FOR SUBMITTING SUPPLIER'S QUOTATION²

(This Form must be submitted only using the Supplier's Official Letterhead/Stationery³)

We, the undersigned, hereby accept in full the UN Women General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UN Women as per RFQ Reference No. RFQ14/00918:

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

LOT#1

Description/Specification of Goods	Quantity		Latest Delivery Date	Unit Price, MDL	Total Price, MDL
	Option 1	Option 2			
Design, layout & printing of A5 notebooks (with 1-color logo on the front side): Format: A5 booklet Cover: 300 g/m ² , color cover with elastic band closure Inside: 70 white lined sheets, 70 gr/m ² . Binding: perfect binding on the long side with a thin line of perforations	250 pcs.	500 pcs.	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out		
Design, layout & printing of B5 notepads with pen (with 1-color logo on the front side): Format: B5 notepad with pen Cover: 300g/m ² , cardboard 2+0 pantone Inside: 70 sheets, in lines, color 2+0 pantone Binding: perfect binding on the long side with a thin line of perforations Pen: made of recycled carton and biodegradable plastic, blue pills	200 pcs.	500 pcs.	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out		
Design, layout & printing of A5 notebooks (with 1-color logo): 25 sheets: 1 page-cover (cardboard), 25 sheets inside Format: A5 Cover: cardboard 300 g/m ² , on the backside Inside: 25 sheets, offset 80g/m ² , in lines, color 2+0 pantone Binding: perfect binding on the short side with a thin line of perforations	250 pc.	500 pc.	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out		
Design, layout & printing of A4 paper based folders (with 1 color logo on the front side): Format: A4+ Cover: color 4+0 pantone, cardboard 350 g/m ² , matt varnish, internal pockets on both sides of the folder, sized 12 cm x 9 cm	500 pc.	1000 pc.	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out		
Design, layout & printing UN Women tailored folders: Format: A4 Cover: plastic file, transparent, lateral opening Printed logo-1 color text printing on the front side	500 pc.	1000 pc.	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out		
Branding of pens with one-color logo: Format: polo, white color, plastic Thickness of the line of writing - 0.5 mm. Ink color: blue	200 pc.	500 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Branding of pens with one color logo: Gift set with pen and mechanical pencil in wooden box (similar to Parker) Ink color: blue/black Printing Techniques: Laser	50 pc.	100 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		

² This serves as a guide to the Supplier in preparing the quotation and price schedule.

³ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

LOT#2

Design, layout & printing of tailored pouch for documents (with 1 color logo on the from side): Pouch for documents with a lower front pocket and main compartment. Polyester Product Size: 37X28X3 CM Techniques Screen Printing	100 pc.	250 pc.	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out		
Branding of UN Women tailored purse hanging device Metal Product Size: Ø4,7X0,7 CM Printing Techniques: Pad	150 pc.	250 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Branding of metal business card-holder with one logo: Metal Product Size: 9,4X6X0,6 CM Printing Techniques: Digital, Laser	50 pc.	100 pc.	Design and lay-out: 3 working days Printing: 10 working days from approval of lay-out		
Hi-speed USB flash drives with Logo Flash drive memory capacity: 8 GB; Operating System compatibility: Windows7 and higher None removable metallic swivel style cowl; 12 months warranty; color tampo-printed logo, 18x34mm	100 pc.	200 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Branding of ceramic mugs: Minimum 200 ml cup volume color tampo-printed logo, 34x65mm Preferred color : white Printed logo-1 color text printing on the front side	50 pc.	50 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Branding and manufacturing of foldable bags with one logo: Foldable bag polyester with PVC coating for easy printing logo. Product Size: 42X42,5 CM Techniques Screen Printing,	100 pc.	150 pc.	Design: 3 working days Production: 10 working days from approval of lay-out		
Design & manufacturing of UN Women paper bags (1 color logo and text): Size approx. : 209 x 133 x 82mm 100% recycled paper, Preferred color – natural / light beige/ navy one side print, maximum imprint size – 31x27cm, two long handles;	100 pc.	200 pc.	Design: 3 working days Production: 10 working days from approval of lay-out		
Design & manufacturing of UN Women tailored cotton bags with 1 color logo: one side print, maximum print area 350x350mm, Long loop cotton bags two long handles; bag size without handles – height=42-46 cm; width=36-38 cm; linen density – minimum 60 gr/m2, cotton 100%; Preferred color – natural / light beige.	100 pc.	250 pc.	Design: 3 working days Production: 10 working days from approval of lay-out		
Manufacturing of UN Women tailored collapsible umbrella (with one color logo): Foldable, 3 fold umbrella with silver lining inside. Matching colored pouch. 8 panels, polyester. Product Size: Ø97X57 CM Printing Size: 200x150mm Preferred color : Turquoise	50 pc.	50 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Manufacturing of UN Women tailored umbrella (with one color logo): Umbrella with UV Protection and aluminum grip. Manual opening 190T polyester Product size: Ø104X90 CM Printing Size: 200x150mm Preferred color : Turquoise	5pc.	10pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		

Design & production of UN Women tailored polo (unisex, one-color logo): White color Polo Linen density: 150 gr/m2 ; Linen composition: 100% cotton;	100 (size S - 25 Size M - 25 Size L - 25 Size XL - 25)	100 (size S - 25 Size M - 25 Size L - 25 Size XL - 25)	Design: 3 working days Production: 10 working days from approval of lay-out		
Design & production of UN Women tailored caps with one-color logo (similar to baseball style): 5 panels cotton caps; Adjustable size; Metal snap closure or Velcro fastening belt for size adjustment; Stitched, colored logo (embroidery), 9x5cm; Preferred color: white	50 pc.	100 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Design and production of UN Women tailored pins (with UN Women 1 color logo): metallic pins approximate size 20x15 mm Printed logo-1 color text printing on the front side	50 pc.	100 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		

LOT#3

Design & production of analog clock with UN Women Logo: Type: Analog clock desktop ball shaped, chrome base and patterned glass globe. Includes battery. Product Size: 9,6X7X7CM Printing Techniques: Laser or Pad Printed logo-1 color text printing on the front side	20 pc.	30 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Branding with UN Women Logo (similar to Baoding Balls): Type: Stress Balls on wood. Product Size: 14X10X7 CM Printing Techniques: Digital label, Laser, Printed logo-1 color text printing on the front side	20 pc.	30 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Branding of set of key ring with card holder and with UN Women Logo: Key ring and card holder set presented in a box. Product Size: 13,7X13,2X3 CM Printing Techniques: Laser, Pad Printing, Printed logo-1 color text printing on the front side	25 pc.	50 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Design and production of UN Women-tailored globe glass trophy (one color logo): Elegant round trophy made in glass, featuring a relief half globe pattern on top. Presented in a classic gift box. Product Size: Ø12X11,5X3,7 CM Printing Techniques: Screen Printing	20 pc.	50 pc.	Design: 3 working days Printing: 10 working days from approval of lay-out		
Total Prices of Goods⁴					
Add : Cost of Transportation					
Add : Cost of Insurance					
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			

⁴ Pricing of goods should be consistent with the INCO Terms indicated in the RFQ

Estimated weight/volume/dimension of the Consignment:			
Warranty and After-Sales Requirements			
a) Minimum one (1) year warranty for USB drives			
Validity of Quotation			
All Provisions of the UN Women General Terms and Conditions			
Other requirements <i>[pls. specify]</i>			

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]