



REQUEST FOR QUOTATION (RFQ)

REFERENCE: RFQ/KRT/09/069	DATE: 4 June 2009
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Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items by 18/06/2009 at 12:00 hours Sudan Time. Original offers shall be received by email/fax or hand delivery marked **RFQ/KRT/09/069** at the following address before the indicated deadline:

Attention: Procurement Unit
 United Nations Development Programme
 House No. 290
 Garden City
 Khartoum, Sudan
 Tel: +249 (1) 83 773 121 Ext: 2002
 Fax: +249 (1) 83 773128
 Email: sid.ahmed@undp.org

Item	Generic Description [incl. Technical specifications, quality & safety standards, special features required]	Quantity
1	Prefabricated containers As per enclosed Technical Specifications and Price List (Annex A).	

TERM AND CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	UNDP Compound, Abyei.
Payment Terms	Goods will be paid in USD/SDG upon delivery, submission of suppliers invoice and duly signed note of receipt of goods. Note: in cases where works and services are contracted different payment terms may apply.
Validity of Quotation	60 days from deadline for submission of offers
Preliminary Examination - Completeness of quotation.	<input type="checkbox"/> Partial bids permitted. <input checked="" type="checkbox"/> Partial bids not permitted
Delivery Date	Please indicate earliest date of delivery for requested Works: _____ Number of days/weeks from notification of award of contract. NOTE: Only offers stating a delivery date of 5 Weeks or shorter will be considered for evaluation purposes

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Currency of quotations/offers	Offers submitted by national suppliers shall be nominated in Sudanese pounds (SDG)
Request for clarification	Bidders requesting clarification of any of the items, technical requirements or conditions stipulated in this RFQ shall communicate in writing with UNDP office. Only requests for clarification received at least 96 hours prior to the deadline for submission of offers will be entertained. Replies to any requests for clarification will be transmitted to all bidders at www.sd.undp.org/bids.htm .
Warranty	All equipment provided should have a one year warranty against manufacturing defects. All installed components should have three months warranty against installation defects.
General Terms and Conditions	This RFQ is subject to UN General Terms & Conditions for Goods available at www.sd.undp.org/procurement.htm , which can also be provided upon request.
Evaluation Criteria	Assessment of offers will be based on the following: <ul style="list-style-type: none">• Complete submission of offer including:<ol style="list-style-type: none">1. Delivery time and terms.2. Validity of offer.3. Acceptance of general terms and conditions of the RFQ.4. Conformity to specification, quality and quantity.5. Duly completed and signed Bid/Proposal Submission Form (Annex B).• Cost of the bid.
IMPORTANT:	
In order to be considered for evaluation purposes, your offer shall include the following information Bidders are requested to clearly indicate the technical characteristics or the description of equipment offered such as brand name, technical specifications, country of origin, other features of the product other than request ones etc.	

PREPARED BY:

NAME: Sidahmed A. Sidahmed

FUNCTIONAL TITLE: Procurement Analyst

Specification for Office prefabricated containers.**Scope of work:****1. Supply of Portable cabin units as per listed specifications including:**

A - Supply & fixing of Aluminium Doors and Windows.

B - Supply & fixing of Roof and Wall partition panels.

C - Supply & fixing of Electrical accessories.

D - Supply & fixing of PPGI flashings & canopies.

E - Supply & fixing of 20' container.

F - Supply & fixing of A/C window type unit 18000 BTU.

G – Loading of the Container Cabin unit (Ex –Factory)

Description:**Supply of 20' Container Cabin Unit (Size. 2.42mx6.05mx2.6)**

- a. Comprises of single hall unit.
- b. Roof consist of double skin PUF S/J insulated sandwich panels 50cm, thick.
Wall panels consists of double skin PUF S/J insulated sandwich 50cm, thick.
- c. Fitted with standard electrical accessories.

GENERAL SPECIFICATION AND DESCRIPTION

Unit description	Unit size	Unit height	Total area
20' Container Cabin Unit	2.42mx6.05m each	2.6m.each	14.641sq.m each

FRAME TYPE:

MS Frames; the frames are to be constructed on a 20' Container with MS channels support for roof, wall and Flooring.

CEILING PANEL:

Roof consist of double skin PUF S/J insulated sandwich panels having the following the constructions, with corner flashings;

- **External skin:**

Shallow ribbed profile in pre painted GI out of 0.41mm TCT.

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- **Insulation;**

Polyurethane Foam (PUF) insulation of 50 mm thick

- **Liner Panel;**

Shallow ribbed profile in pre painted GI out of 0.41 mm TCT.

WALL PANEL:

Wall panels consists of double skin PUF S/J insulated sandwich panels having the following the constructions, with corner flashings;

- **External skin:**

Shallow ribbed profile in pre painted GI out of 0.41 mm TCT.

- **Insulation;**

Polyurethane Foam (PUF) insulation of 50 mm thick

- **Liner Panel;**

Shallow ribbed profile in pre painted GI out of 0.41 mm TCT.

FLOORING:

- Made out of 18mm thick ply wood of locally available covered with good quality PVC vinyl flooring.

PROVISION OF DOORS & WINDOWS:

- Aluminium door – 2.0 m x0.7 m
- Aluminium window – 1.0 m x1.0 m -(2)

PROVISION OF ELECTRICAL ITEMS:

- PVC Circuit breaker box - 1
- 13 Amps Socket switch - 4
- 15 Amps Socket switch with plug - 3
- Fluorescent lights with casing 4' - 5
- Exhaust fan 30 x 30
- Fluorescent lights with casing 2' - 2

Price Schedule

No	Description	Qty	Unit Price (SDG)	Total Price (SDG)
1	20' Container Cabin Unit (Complete)	4		
2	Transportation to Abyei	4		
3	VAT (if any)			
4	Total			

BID/PROPOSAL SUBMISSION FORM

To: The procuring entity

Dear Sir / Madam,

Having examined the RFQ Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer prefabricated Office containers, in conformity with the said bidding documents for the sum of as may be ascertained in accordance with the Technical Specifications and Price List attached herewith and made part of this Bid.

We undertake, if our quotation is accepted, to deliver the goods in accordance with the delivery schedule specified in the RFQ documents

We agree to abide by this Bid for period of [60] days from the RFQ closing date, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept any Bid you may receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

E-mail address and telephone number: _____

Address: _____

Dated this day /month of year

.....
Signature

.....
[*in the capacity of*]

Duly authorized to sign the Bid for and on behalf of