

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM: Companies	Date: June 19, 2014
	Reference: RFQ/028/14 Organization of transport, meals and accommodation in the regions

Dear Sir / Madam:

The United Nations Development Programme in Uzbekistan (UNDP) kindly requests to submit your quotation for organization of transport, meals and accommodation in the regions of Uzbekistan (Andijan, Fergana, Navoi, Kashkadarya and Tashkent regions) for national experts and media representatives during a national round tour to be held in July 2014 as per requirements enlisted in **Annex 1** to this RFQ.

When preparing your quotation, please be guided by the form attached hereto as **Annex 2**, in preparing your Proposal.

Quotations may be submitted on or **before 18.00 local (Tashkent) time June 30, 2014** and via e-mail to bids.uz@undp.org or courier mail to the address below:

**United Nations Development Programme in Uzbekistan
Procurement Unit
41/3, Mirabad Street, Tashkent 100015
Fax: (998-71) 120-34-85.**

Your questions and inquiries on tender should be sent in writing to pu.uz@undp.org by June 27, 2014.

Your Proposal must be expressed in English or Russian language and valid for a minimum period of **60 days** from bid opening date. Proposals submitted in other languages, should have unofficial translation to English or Russian. In case of conflicted information in the proposals English version shall prevail.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Your proposals to be submitted by courier mail must be in sealed envelope with the following marking on envelope:

**“TO: UNDP Uzbekistan
ATTENTION: Proposal Opening Unit
SEALED QUOTATION ref: RFQ/028/14 Organization of transport, meals and accommodation in the regions
PROPOSER: [NAME AND ADDRESS OF YOUR COMPANY]
DEADLINE: 18.00 Local (Tashkent) time, (GMT +5) June 30, 2014
NOT TO BE OPENED BY REGISTRY”.**

Quotations submitted by email must be limited to a maximum of **5.0 MB**, virus-free and no more than one (1) 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. UNDP does not bear any responsibility for opening quotations which do not meet above requirements and do not contain proper reference or subject either on the envelope or email submissions.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned goods/services:

Delivery Terms [INCOTERMS 2010] (Pls. link this to price schedule)	<input checked="" type="checkbox"/> Other
Exact Address/es of Delivery Location/s (identify all, if multiple)	<ol style="list-style-type: none"> 1. Andijan province (Toshkurgon village, Kurgantepa district) 2. Fergana province (Checkjaloer village, Rishtan district) 3. Navoi province: <ul style="list-style-type: none"> • Yangirabod village, Khatyrchi district • Nurata city, Nurata district. 4. Kashkadarya province (Mirmiron village, Karshi district) 5. Surkhan district (Kashkadarya province) 6. Tashkent province (Oktepa village, Pskent district)
Latest Expected Delivery Date and Time (if delivery time exceeds this, quote may be rejected by UNDP)	<input checked="" type="checkbox"/> In the shortest possible terms, but not more than period to be specified in the contract
Delivery Schedule	<input checked="" type="checkbox"/> Required
Preferred mode of transport	<input checked="" type="checkbox"/> Land
Customs clearance, if required, shall be done by:	<input checked="" type="checkbox"/> UNDP
Preferred Currency of Quotation	<input checked="" type="checkbox"/> United States Dollars; or <input checked="" type="checkbox"/> Uzbek Soums
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
Deadline for the Submission of Quotation	18.00 Local (Tashkent) time, June 30, 2014
All documentations, including catalogs, instructions and operating manuals, shall be in these languages	<input checked="" type="checkbox"/> Russian OR <input checked="" type="checkbox"/> English
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's profile (not more than 3 pages); <input checked="" type="checkbox"/> Copy of latest Business Registration Certificate proving vendor's specialization in organizing events required in this RFQ; <input checked="" type="checkbox"/> List of accomplished similar works for last 3 (three) years, with the indication of the customers contact details. <u>At least 3 (three) years of experience related to the tender specifics is a must</u> ; <input checked="" type="checkbox"/> Copy of valid license to transport passengers required by Uzbek national legislation. If an offer shall sub-contract transport company then copy of sub-contract with transport company and valid license for transportation issued in favor of this company must be presented. <input checked="" type="checkbox"/> At least 1 (one) recommendation letter from the main Customers engaged for similar works; <input checked="" type="checkbox"/> Written Self-Declaration (letter on official blank) of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List. Absence of any of above listed documents might result in disqualifying an offeror from the tender.
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 60 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 for each Lot	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<p>To Foreign Supplier: <input checked="" type="checkbox"/> 100% upon delivery of the services and signature of contract successful completion documents.</p> <p>To Local Supplier: <input checked="" type="checkbox"/> 15% advance and 85% after acceptance of services and signature of related contract successful completion documents.</p>
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price ¹ <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> Earliest Delivery / Shortest Lead Time ² <input checked="" type="checkbox"/> Others: compliance with RFQ requirements and availability of all above requested documents. Compliance with requirements described in the enclosed specifications indicated in Annex 1 .
UNDP will award the contract to:	<input checked="" type="checkbox"/> One or more Suppliers, depending on technical compliance and lowest priced offer for each lot. UNDP reserves the right to award contract on lot basis.
Type of Contract to be Signed	<input checked="" type="checkbox"/> Institutional Contract You may quote for any Lot or for all Lots together . Quotations will be evaluated for each LOT separately.
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 1 month
Annexes to this RFQ	<input checked="" type="checkbox"/> Specifications of the Services 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). <u>Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.</u>
Contact Person for Inquiries (Written inquiries only)	<p><i>UNDP in Uzbekistan, Procurement Unit</i> 41/3, Mirabad Street, Tashkent, Republic of Uzbekistan Tel: +998 71 120 34 50 E-mail: pu.uz@undp.org</p> <p>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.</p>

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.

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.

² This shall be used for time-critical and/or exigent requirements and quotes with delivery time exceeding required in RFQ shall be rejected

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/content/undp/en/home/operations/procurement/protestandsanctions/>.

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://web.ng.undp.org/procurement/undp-supplier-code-of-conduct.pdf>.

Thank you and we look forward to receiving your quotation.

Sincerely yours,
UNDP Uzbekistan Procurement Unit

Technical Specifications

№	DESCRIPTION OF GOODS AND SERVICES			
LOT – 1: Organization of transportation for 35 participants to Andijan, Fergana, Navoi, Kashkadarya and Tashkent regions				
#	Item Description	Type	Unit	Quantity
1	21 July (Monday) Tashkent -> Andijan region, Kurgontepa district, Toshkurgon village, school #39, -> Fergana (overnight) 22 July (Tuesday) Fergana -> Rishtan district, Chekjaloer village, school #2, -> Tashkent (arrival on 22 July)	Minibus OR car	pcs.	1
2	23 July (Wednesday) Tashkent -> Navoi region, Khatyrchi district, Yangirabod village, school #35, -> Nurata city, school #54 -> Navoi (overnight) 24 July (Thursday) Navoi -> Kashkadarya region, Karshi district, Mirmiron village, school #20 -> Surkhan village -> Karshi (overnight) 25 July (Friday) Karshi -> Tashkent	Minibus OR car	pcs.	1
3	26 July (Saturday) Tashkent -> Tashkent region, Pskent district, rural health clinic "Oktepa" -> Tashkent	Minibus OR car	pcs.	1
LOT – 2: Accommodation (preferably in 3* hotel) and meals (standard menu in hotels: 1st and 2nd courses, salad) in Andijan, Fergana, Navoi, Kashkadarya and Tashkent regions. Wrap-up seminar in Tashkent				
Dates	Item Description	Type	Unit	Q-ty
20-21 July	Accommodation in Tashkent (1 night)	Single OR double	Pax	23
20 July	Lunch in hotel		Pax	23
	Dinner in hotel		Pax	23
21-22 July	Accommodation in Fergana (1 night)	Single OR double	Pax	35
21 July	Catering for lunch at Toshkurgon village, school #39, Kurgontepa district, Andijan region (1 and 2 courses, salad, fruits, tea, mineral water)		Pax	35
	Dinner in Fergana (hotel)		Pax	35
22 July	Catering for lunch at Chekjaloer village, school #2, Rishtan district, Fergana region (1 and 2 courses, salad, fruits, tea, mineral water)		Pax	35
	Dinner in Tashkent (hotel)		Pax	23
	Accommodation in Tashkent (1 night)	Single OR double	Pax	23
23-24 July	Accommodation in Navoi (1 night)	Single OR double	Pax	35
23 July	Catering for lunch at Yangirabod village, school #35, Khatyrchi district, Navoi region (1 and 2 courses, salad, fruits, tea, mineral water)		Pax	35
	Dinner in Navoi (hotel)		Pax	35
24-25 July	Accommodation in Karshi	Single OR double	Pax	35
24 July	Catering for lunch at Mirmiron village, school #20, Karshi district, Kashkadarya region (1 and 2 courses, salad, fruits, tea, mineral water)		Pax	35
	Dinner in Karshi (hotel)		Pax	35
25-26 July	Accommodation in Tashkent (1 night)	Single OR double	Pax	23
25 July	Catering for lunch on the way to Tashkent (lunch-boxes with 2 course, salad without mayonnaise, bread, dessert, tea, mineral water)		Pax	35
	Dinner in Tashkent (hotel)		Pax	23
26-27 July	Accommodation in Tashkent (1 night)	Single OR double	Pax	23
	Lunch in Tashkent (hotel)		Pax	23
	Dinner in Tashkent (hotel)		Pax	23
28 July	Conference hall rent, half day, mineral water		Pax	50
	Lunch (1 and 2 courses, salad, fruits, tea, mineral water) + 1 coffee break (2 types of bakery, coffee, tea)		Pax	50
	Dinner in Tashkent (hotel)		Pax	23
29 July	Accommodation in Tashkent (1 night)	Single OR double	Pax	23
	Lunch in Tashkent (hotel)		Pax	23
	Dinner in Tashkent (hotel)		Pax	23

FORM FOR SUBMITTING SUPPLIER'S QUOTATION³*(This Form must be submitted only using the Supplier's Official Letterhead/Stationery⁴)*

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. RFQ/028/14 "Organization of transport, meals and accommodation in the regions"**:

LOT 1: TRANSPORTATION

Item No.	Description/Specification of Goods	Unit of measure	Q-ty	Latest Delivery Date	Unit Price (Currency ____)	Total Price per Item (Currency)
1	21 July (Monday) Tashkent -> Andijan region, Kurgontepa district, Toshkurgon village, school #39, -> Fergana (overnight) 22 July (Tuesday) Fergana -> Rishtan district, Chekjaloeer village, school #2, -> Tashkent (arrival on 22 July)	Mini bus OR car	1			
2	23 July (Wednesday) Tashkent -> Navoi region, Khatyrchi district, Yangirabod village, school #35, -> Nurata city, school #54 -> Navoi (overnight) 24 July (Thursday) Navoi -> Kashkadarya region, Karshi district, Mirmiron village, school #20 -> Surkhan village -> Karshi (overnight) 25 July (Friday) Karshi -> Tashkent	Mini bus OR car	1			
3	26 July (Saturday) Tashkent -> Tashkent region, Pskent district, rural health clinic "Oktepa" -> Tashkent	Mini bus OR car	1			
Total Prices of Goods						
Add: Cost of Insurance						
Add: Other Charges (pls. specify)						
Total Final and All-Inclusive Price Quotation						

LOT 2 ACCOMMODATION AND MEALS

Dates	Description/Specification of Goods	UOM	Q-ty	Latest Delivery Date	Unit Price (Currency)	Total Price per Item (Currency)
20-21 July	Accommodation in Tashkent (1 night)	Pax	23			
20 July	Lunch in hotel	Pax	23			
	Dinner in hotel	Pax	23			
21-22 July	Accommodation in Fergana (1 night)	Pax	35			
21 July	Catering for lunch at Toshkurgon village, school #39, Andijan region (1 and 2 courses, salad, fruits, tea, mineral water)	Pax	35			
	Dinner in Fergana (hotel)	Pax	35			
22 July	Catering for lunch at Chekjaloeer village, school #2, Rishtan district, Fergana region (1 and 2 courses, salad, fruits, tea, mineral water)	Pax	35			
	Dinner in Tashkent (hotel)	Pax	23			
	Accommodation in Tashkent (1 night)	Pax	23			
23-24 July	Accommodation in Navoi (1 night)	Pax	35			
23 July	Catering for lunch at Yangirabod village, school #35, Khatyrchi district, Navoi region (1 and 2 courses, salad, fruits, tea, mineral water)	Pax	35			
	Dinner in Navoi (hotel)	Pax	35			
24-25 July	Accommodation in Karshi	Pax	35			
24 July	Catering for lunch at Mirmiron village, school #20, Karshi district, Kashkadarya region (1 and 2 courses,	Pax	35			

³ This serves as a guide to the Supplier in preparing the quotation and price schedule.

⁴ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

	salad, fruits, tea, mineral water)					
	Dinner in Karshi (hotel)	Pax	35			
25-26 July	Accommodation in Tashkent (1 night)	Pax	23			
25 July	Catering for lunch on the way to Tashkent (lunch-boxes with 2 course, salad without mayonnaise, bread, desert, tea, mineral water)	Pax	23			
	Dinner in Tashkent (hotel)	Pax	23			
26-27 July	Accommodation in Tashkent (1 night)	Pax	23			
	Lunch in Tashkent (hotel)	Pax	23			
	Dinner in Tashkent (hotel)	Pax	23			
28 July	Conference hall rent, half day, mineral water	Pax	50			
	Lunch (1 and 2 courses, salad, fruits, tea, mineral water) + 1 coffee break (2 types of bakery, coffee, tea)	Pax	50			
	Dinner in Tashkent (hotel)	Pax	23			
	Accommodation in Tashkent (1 night)	Pax	23			
29 July	Lunch in Tashkent (hotel)	Pax	23			
	Dinner in Tashkent (hotel)	Pax	23			
Total Prices of Goods						
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 Terms			
Exact Address/es of Delivery Location/s			
Latest Expected Delivery Date and Time			
Delivery Schedule			
Preferred Mode of Transport			
Payment Terms and Preferred Currency of Quotation			
Value Added Tax on Price Quotation			
Deadline for the Submission of Quotation			
Validity of Quotation			
Other requirements:			
Company's profile (not more than 3 pages)			
Copy of latest Business Registration Certificate			
Copy of valid license to transport passengers required by Uzbek national legislation			
At least 1 (one) recommendation letter from the main Customers engaged for similar works			
List of accomplished similar works for last 3 (three) years, with the indication of the customers contact details			
Full acceptance of the PO/Contract General Terms and Conditions			
Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List (free form)			

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

Name of authorized person: _____

Signature: _____

Stamp: _____

General Terms and Conditions

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.

19.0 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.