



REQUEST FOR QUOTATION (RFQ)

Companies	DATE: May 02, 2018
	REFERENCE: RFQ/022/18 – Production and supply of printing and promotional materials

Dear Sir / Madam:

We kindly request you to submit your quotation on production and supply of promotional materials, 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 Tashkent time 18:00 (GMT +5) May 16, 2018, via *e-mail* or *courier mail* to the address below:

United Nations Development Programme
4, Taras Shevchenko Street, Tashkent 100029, Republic of Uzbekistan
To the attention of Procurement Unit

Electronic version of your quotation must be sent *ONLY* to bids.uz@undp.org

Quotations submitted by email must be limited to a maximum of 5 MB, virus-free and no more than 3 email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected. The following must be on the subject of email with your quotation to be sent to bids.uz@undp.org:

RFQ/022/18 – Production and supply of printing and promotional materials

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 checked="" type="checkbox"/> CIP-Tashkent for foreign suppliers <input checked="" type="checkbox"/> EXW-Tashkent for local suppliers
Customs clearance, if needed, shall be done by:	<input checked="" type="checkbox"/> UNDP (if needed)
Exact Address of Delivery Location	Tashkent, Uzbekistan
Distribution of shipping documents	For foreign suppliers, the cargo shall arrive in Tashkent city for the address of UNDP CO in Uzbekistan. Delivery to the final point of destination shall be arranged by UNDP (at UNDP's expense) from the moment the goods are cleared from custom duties to be undertaken by UNDP Uzbekistan. The cargo must arrive in along with the following leat of shipping documents: invoice (2 originals), packing list (2 originals) as well as other origin and quality confirmation documents in accordance with Incoterms 2010 required for smooth customs clearance.
Latest Expected Delivery Date and Time	<input checked="" type="checkbox"/> 30 calendar days from the date of advance payment (applicable to local companies) or from the date of contract signature by both parties (applicable to foreign suppliers). Attention: If the delivery period in the commercial offer exceeds the delivery period stated above, the respective offer may be declined!
Delivery Schedule	<input checked="" type="checkbox"/> Not Required
Mode of Transport	<input checked="" type="checkbox"/> AIR <input checked="" type="checkbox"/> LAND
Preferred Currency of Quotation	<input checked="" type="checkbox"/> Local Currency: Sum of the Republic of Uzbekistan for resident-companies registered in the Republic of Uzbekistan <input checked="" type="checkbox"/> United States Dollars: for foreign companies registered outside the Republic of Uzbekistan
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"/> The defected promotional materials shall be replaced by new ones
Deadline for the Submission of Quotation	May 16, 2018, Tashkent time 18:00 (GMT +5)
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English and/or <input checked="" type="checkbox"/> Russian Bids and supporting documents submitted in language other than English and/or Russian must be translated into English or Russian and submitted at the request of UNDP.
List of mandatory documents to be submitted by Offeror's together with their Quotations by the deadline set above	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Part 1 of Annex 2 , and in accordance with the list of requirements in Annex 1 ; <input checked="" type="checkbox"/> Declaration of owners' interest in other companies using form provided in Part 2 of Annex 2 ; <input checked="" type="checkbox"/> Company's profile with detailed information (name of the company, address, contact details etc.) using form provided in Part 3 of Annex 2 ; <input checked="" type="checkbox"/> Contact details (email, telephone, website) of clients whom the bidder supplied <u>similar goods</u> (promo materials) in the last 2 years. At least 3 contracts for supply of goods of similar nature is must using form provided in Part 4 of Annex 2 ; <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,

	<p>use/dual use nature of goods or services, including and disposition to end users¹;</p> <p><input checked="" type="checkbox"/> Verified copy of the latest valid business registration certificate of the Offeror's company;</p> <p><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.</p>
List of documents to be requested additionally from three Offerors, who have successfully passed the preliminary technical evaluation and provided the lowest price proposals ²	<p><input checked="" type="checkbox"/> (a) A copy of the financial/accounting report, certified/verified by a third party (tax or other authorized body), for the last 2 years;</p> <p>or (b) a statement issued by an Offeror's bank not more than 30 days prior to the bid submission confirming that the Offeror has available or has access to liquid assets (which can be easily converted into cash or non-cash) for the amount equalling or exceeding the total price of quotation, necessary in order to cover the flow of supply operations in the event of contract awarding.</p>
Period of Validity of Quotes starting from the Bid Opening Date	<p><input checked="" type="checkbox"/> 60 calendar days;</p> <p>In exceptional circumstances, UNDP may request the Participants to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposer shall then confirm the extension in writing, without any modification whatsoever on the Quotation.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Not allowed. Partial quotations will be declined</p> <p>UNDP will review and evaluate offers based on Annex 1 and contract will be issued based on Annex 1 as well.</p>
Payment Terms	<p><u>To Local Suppliers (registered in Uzbekistan):</u></p> <p><input checked="" type="checkbox"/> will be made in Uzbek Sums through bank transfer: 15% advance payment upon conclusion of Contract and 85% final payment upon completion of delivery and signature of Acceptance Certificate and Tax-invoice by the sides.</p> <p><u>To Foreign Suppliers (Company registered outside Uzbekistan):</u></p> <p><input checked="" type="checkbox"/> will be made in USD as 100% post-payment through bank transfer upon Contract conclusion and completion of delivery and acceptance of goods under Incoterms 2010.</p>
Liquidated Damages	<p>Will be imposed under the following conditions:</p> <p><input checked="" type="checkbox"/> Penalty will be applied as percentage of contract price per day of delay: 0.5%, but up to maximum 15% of total contract value;</p> <p><input checked="" type="checkbox"/> Next course of action: penalty, termination of contract and return of advance payment (if applicable).</p>
Evaluation Criteria	<p><input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price;</p> <p><input checked="" type="checkbox"/> Strong financial position: (a) Liquidity ratio for the last two years not less than 1 if financial statements are presented, or (b) Confirmation from bank on financial strength of the Offeror as per requirement outlined above;</p> <p><input checked="" type="checkbox"/> Full acceptance of the Contract / Contract General Terms and Conditions;</p> <p><input checked="" type="checkbox"/> At least 3 contracts for supply of <u>similar nature goods</u> successfully performed during the last 2 years;</p> <p><input checked="" type="checkbox"/> Demonstrated availability of a permanent office reachable via landline telephone and permanent staff of at least 5 persons.</p>
UNDP will award to	<p><input checked="" type="checkbox"/> One and only one supplier</p> <p>UNDP will not accept offers assuming sub-contracting to implement a contract</p>
Type of Contract to be Signed	<p><input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) UNDP</p>

¹ mandatory for the supply of imported goods

² Non-provision of any of additionally requested documents provided in this section will serve as a ground for disqualification of the Offer

Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 15 calendar days from the latest delivery time set above.
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"/> Contract template (Annex 3);
Contact Person for Inquiries (Written inquiries only)	UNDP CO Uzbekistan, Procurement Unit 4, Taras Shevchenko street, Tashkent city 100029; Fax: (+998 71) 1203485; pu.uz@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.
Post-qualification Actions	<input checked="" type="checkbox"/> Verification of accuracy, correctness and authenticity of the information provided by the bidder on the legal, technical and financial documents submitted; <input checked="" type="checkbox"/> Inquiry and reference checking with Government entities with jurisdiction on the bidder, or any other entity that may have done business with the bidder; <input checked="" type="checkbox"/> Inquiry and reference checking with other previous clients on the quality of performance on ongoing or previous contracts completed; <input checked="" type="checkbox"/> Physical inspection of the bidder's plant, factory, branches or other places where business transpires, with or without notice to the bidder;
Other	Offers submitted by two (2) or more Offerers shall all be rejected if they are found to have <u>any</u> of the following: a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or c) they have the same legal representative for purposes of this RFQ; d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or e) influence on the Offer of, another Offerer regarding this RFQ process; f) they are subcontractors to each other's Offer, or a subcontractor to one Offer also submits another Proposal under its name as lead Offerer; or an expert proposed to be in the team of one Offerer participates in more than one Offer received for this RFQ process. This condition does not apply to subcontractors being included in more than one Offer.

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.

TECHNICAL SPECIFICATION

№	Наименование	Описание/спецификация необходимых материалов и услуг	Кол-во	Образцы
1	Folders	Color print, A4, paper 4+0; 2 voluminous pockets with application of 4+0; White cardboard 300gr	400pc	
2	Notebooks	Color print, matter, 35 pages Paper – white cardboard 300gr. A5, cover/cover Paper 250gr. 4+0 Inner unit: paper 80gr., 1+1, fastening: spring	400pc	
3	Short report, Russian	Cover: color printing, matte, A4, 200gr. 5+4 Inside: color print, A4 matte, 5+4, 90gr., 20 pages	500pc	
4	Short report, English	Cover: color printing, matte, A4, 200gr. 5+4 Inner unit: color print, A4 matte, 5+4, 90gr., 19 pages	500pc	
5	Detailed report, Russian	Cover: color printing, matte, A4, from 300gr. and above 5+4 Inside: color print, A4 matte, 5+4, 90gr.: «Report» - 116 pages + «Annex - 5» - 14 pages + «Annex - 6» - 4 pages; Total inner unit 133 pages Binding: thermo-glue In Russian language	350pc	
6	Detailed report, English	Cover: color printing, matte, A4, from 300gr. And above 5+4 Inner unit color print, A4 matte, 5+4, 90gr.: «Report» - 116 pages + «Annex - 5» - 13 pages + «Annex - 6» - 4 pages. Total inner unit 133 pages Binding: thermos-glue In English language	350pc	
7	“Brochure” Investor's Guide “Invest in Karakalpakstan”, Russian	Cover: color print, “Brochure” - 100 pages Format 21x23 colorfulness 4+4 (of very high quality) Paper: a) cover: coted/ single-side lamination, matte, more then 300gr. (>300) and б) inner pages 150gr. two-sided, matte, binding: thermos-glue	500pc	
8	“Brochure” Investor's Guide “Invest in Karakalpakstan”, English	Cover: color printing, «Brochure» - 100 pages Format 21x23 colorfulness 4+4 (of very high quality) paper: a) cover: coated / single-side lamination, matte, more then 300gr (>300) and б) inner pages 150gr. two-sided, matte, binding: thermos-glue	500pc	

9	<p>Infographic (8 single-page files):</p> <ol style="list-style-type: none"> 1. – Crisis, Russ. 2. – Crisis, Eng. 3. – Results, Russ. 4. – Results, Eng.h 5. – Human Security, Russ. 6. – Human Security, Eng. 7. – MPTF, Russ. 8. – MPTF, Eng. 	Color print 4+0, matte, A4, paper Colotech, 250gr., 1 page	<p>300pc of each file, Russ.</p> <p>200pc of each file, Eng.</p>	
10	<ol style="list-style-type: none"> 1. One pager, Russian 2. One pager, English 	Color print 4+4, matte, A4, paper Colotech, 250gr., 2 pages	150pc each file	
11	Newsletter, Russian	Cover: color print, matte, A4, 200gr. 4+0 Inside: color print, A4 matte, 4+4, 90gr. 20 pages in Russian language	150pc	
12	Newsletter, English	Cover: color print, matte, A4, 200gr. 4+0 Inside: color print, A4 matte, 4+4, 90gr. 20 pages in English language	100pc	
13	Pen (branded)	Plastic pen, white-blue with application in one color	200pc	
14	Obtaining ISBN and other classifications in case of necessity.		1	

Part 1: 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. RFQ/007/18

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

№	Name	Specification of necessary materials	Q-ty	Delivery period (days)	Unit price (currency__)	Total price (currency__)
1	Folders	Color print, A4, paper 4+0; 2 voluminous pockets with application of 4+0; White cardboard 300gr	400pc			
2	Notebooks	Color print, matter, 35 pages Paper – white cardboard 300gr. A5, cover/cover Paper 250gr. 4+0 Inner unit: paper 80gr., 1+1, fastening: spring	400pc			
3	Short report, Russian	Cover: color printing, matte, A4, 200gr. 5+4 Inside: color print, A4 matte, 5+4, 90gr., 20 pages	500pc			
4	Short report, English	Cover: color printing, matte, A4, 200gr. 5+4 Inner unit: color print, A4 matte, 5+4, 90gr., 19 pages	500pc			
5	Detailed report, Russian	Cover: color printing, matte, A4, from 300gr. and above 5+4 Inside: color print, A4 matte, 5+4, 90gr.: «Report» - 116 pages + «Annex - 5» - 14 pages + «Annex - 6» - 4 pages; Total inner unit 133 pages Binding: thermo-glue In Russian language	350pc			
6	Detailed report, English	Cover: color printing, matte, A4, from 300gr. And above 5+4 Inner unit color print, A4 matte, 5+4, 90gr.: «Report» - 116 pages + «Annex - 5» - 13 pages + «Annex - 6» - 4 pages. Total inner unit 133 pages Binding: thermos-glue In English language	350pc			
7	“Brochure” Investor's Guide “Invest in Karakalpakstan”, Russian	Cover: color print, “Brochure” - 100 pages Format 21x23 colorfulness 4+4 (of very high quality) Paper: a) cover: coted/ single-side lamination, matte, above 300gr. (>300) and б) inner pages 150gr. two-sided, matte, binding: thermos-glue	500pc			

8	"Brochure" Investor's Guide "Invest in Karakalpakstan", English	Cover: color printing, "Brochure" - 100 pages Format 21x23 colorfulness 4+4 (of very high quality) paper: a) cover: coated / single-side lamination, matte, above 300gr (>300) and б) inner pages 150gr. two-sided, matte, binding: thermos-glue	500pc			
9	Infographic (8 single-page files): 1. Crisis, Russ. 2. Crisis, Eng. 3. Results, Russ. 4. Results, Eng.h 5. Human Security, Russ. 6. Human Security, Eng. 7. MPTF, Russ. 8. MPTF, Eng.	Color print 4+0, matte, A4, paper Colotech, 250gr., 1 page	300pc of each file, Russ. 200pc of each file, Eng.			
10	1. One pager, Russian 2. One pager, English	Color print 4+4, matte, A4, paper Colotech, 250gr., 2 pages	150pc each file			
11	Newsletter, Russian	Cover: color print, matte, A4, 200gr. 4+0 Inside: color print, A4 matte, 4+4, 90gr. 20 pages in Russian language	150pc			
12	Newsletter, English	Cover: color print, matte, A4, 200gr. 4+0 Inside: color print, A4 matte, 4+4, 90gr. 20 pages in English language	100pc			
13	Pen (branded)	Plastic pen, white-blue with application in one color	200pc			
Obtaining ISBN and other classifications if required						
Total cost of items						
Transportation expenses						
Insurance cost						
Other costs						
Total cost including all costs						

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

[Designation]

[Stamp]

[Date]

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 to exact address			
Latest date of delivery			
Payment terms			
Assembling on site			
Acceptance of the UNDP General Terms and Conditions			
Full compliance of the sizes and materials of the products to the technical specification drawings			
Warranty and After-Sales Requirements			
a) Substitution by another part of furniture			
b) Other			
Validity of commercial offer			
Other requirements			

All other information that was not provided by us in the respective Offer, automatically means full compliance of the requirements, deadlines and terms of the Request for Quotation.

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

[Designation]

[Stamp]

[Date]

PART 2: DECLARATION OF INTEREST

Dear Sir/Madam,

We/I, _____ (Name and Title), as shareholder(s)/owner(s) of _____ Company, declare that:

- a) Have no financial and other interests in, association or relationship with, are not employed and do not have relatives (i.e. spouse, parents, children or siblings) employed by the United Nations Development Programme (UNDP) or the Government of Uzbekistan that announced the RFQ; and do not have access to information about, or influence on the selection process for this RFQ
- b) Have no common controlling partner, director, shareholder, legal representative for the purposes of this RFQ with any other entity submitting its Quotation under this RFQ; are not subcontracting or are subcontractors to other entities for the purposes of this RFQ; and that the experts proposed in the team do not participate in more than one Quotation for this RFQ
- c) Are not involved in activities that could have an impact on the objectivity and independence of the Contractor's team in carrying out its duties under the contract or can affect the image of the United Nations and the Government of Uzbekistan.

We certify that the information stated is true, correct and complete to the best of our knowledge and belief. We are obliged to comply with all requests for additional information, documentation, clarification and/or verification concerning the Declaration of Interest statement.

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]

[Stamp]

[Date]

PART 3: COMPANY PROFILE

1. Offeror's Legal Name <i>[insert Bidder's legal name]</i>		
2. In case of Joint Venture (JV), legal name of each party: <i>[insert legal name of each party in JV]</i>		
3. Actual or intended Country/ies of Registration/Operation: <i>[insert actual or intended Country of Registration]</i>		
4. Year of Registration in its Location: <i>[insert Bidder's year of registration]</i>		
5. Countries of Operation	6. No. of permanent staff in each Country	7. Years of Operation in each Country
8. Legal Address/es in Country/ies of Registration/Operation ³ : <i>[insert Bidder's legal address in country of registration]</i>		
9. Value and Description of Top two (2) Biggest Contracts for the past three (3) years		
10. Latest Credit Rating (Score and Source, if any)		
11. Brief description of litigation history (disputes, arbitration, claims, etc.), indicating current status and outcomes, if already resolved.		
12. Offeror's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>		
13. Are you in the UNPD List 1267.1989 or UN Ineligibility List? <input type="checkbox"/> YES or <input type="checkbox"/> NO		

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

³ You must specify address of permanent office, landline telephone numbers

PART 4: EXPERIENCE IN SIMILAR NATURE*

Name of the good supplied	Delivery period (month, year)	Amount of the contract	Client (Name, contact person, telephone, email)

* - At least 3 contracts for the last 2 years for supply of goods of similar nature is must

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

[Designation]

[Stamp]

[Date]

ANNEX 3 (Contract template)

Contract for Goods and/or Services Between the United Nations Development Programme and [insert name of the Contractor]		Договор на закупку Товаров и / или оказание Услуг между Программой Развития Организации Объединенных Наций и [укажите имя Поставщика/Подрядчика]	
1. Country Where Goods Will be Delivered and/or Services Will be Provided: Uzbekistan		1. Страна, в которой будут поставляться Товары и / или предоставляться Услуги: Узбекистан	
2. UNDP <input type="checkbox"/> Request for Quotation <input type="checkbox"/> Request for Proposal <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> direct contracting Number and Date:		2. ПРООН: <input type="checkbox"/> запрос цен <input type="checkbox"/> запрос предложения <input type="checkbox"/> Приглашение на участие в тендере <input type="checkbox"/> заключение договора без конкурсного отбора Номер и дата:	
3. Contract Reference (e.g. Contract Award Number):		3. Номер Договора (напр. Номер присуждения договора):	
4. Long Term Agreement: <input type="checkbox"/> Yes <input type="checkbox"/> No <i>[indicate as appropriate]</i>		4. Долгосрочное соглашение: <input type="checkbox"/> Да <input type="checkbox"/> Нет <i>[укажите соответствующее]</i>	
5. Subject Matter of the Contract: <input type="checkbox"/> goods <input type="checkbox"/> services <input type="checkbox"/> goods and services		5. Предмет Договора: <input type="checkbox"/> товары <input type="checkbox"/> услуги <input type="checkbox"/> товары и услуги	
6. Type of Services:		6. Тип услуг:	
7. Contract Starting Date:	8. Contract Ending Date:	7. Дата начала Договора:	8. Дата окончания Договора:
9. Total Contract Amount: <i>[insert currency and amount in figures and words]</i>		9. Общая сумма Договора: <i>[укажите валюту и сумму в цифрах и прописью]</i>	
9a. Advance Payment: <i>[insert currency and amount in figures and words or indicate "not applicable"]</i>		9a. Предоплата: <i>[укажите валюту и сумму в цифрах и словах или указать «неприменимо»]</i>	
10. Total Value of Goods and/or Services: <input type="checkbox"/> below US\$50,000 (Services only) – UNDP General Terms and Conditions for Institutional (de minimis) Contracts apply <input type="checkbox"/> below US\$50,000 (Goods or Goods and Services) – UNDP General Terms and Conditions for Contracts apply <input type="checkbox"/> equal to or above US\$50,000 (Goods and/or Services) – UNDP General Terms and Conditions for Contracts apply		10. Общая стоимость Товаров и / или Услуг: <input type="checkbox"/> Меньше 50.000 долл. США (только Услуги) - применяются Общие условия ПРООН для базовых (незначительных) договоров <input type="checkbox"/> Меньше 50.000 долл. США (Товары или Товары и Услуги) - применяются Общие условия для договоров ПРООН <input type="checkbox"/> 50 000 долл. США или больше (товары и / или услуги) - применяются Общие условия для договоров ПРООН	
11. Payment Method: <input type="checkbox"/> fixed price <input type="checkbox"/> cost reimbursement		11. Способ оплаты: <input type="checkbox"/> фиксированная цена <input type="checkbox"/> возмещение расходов	
12. Contractor's Name: Address: Country of incorporation: Website:		12. Название (имя) Подрядчика: Адрес: Страна регистрации: Веб-страница:	
13. Contractor's Contact Person's Name: Title: Address: Telephone number: Fax: Email:		13. Контактное лицо Подрядчика: Должность: Адрес: Телефон: Факс: Электронная почта:	
14. UNDP Contact Person's Name: Procurement Unit Title: UNDP Uzbekistan Address: 4, taras Shevchenko str. Tashkent 100029, Uzbekistan		14. Контактное лицо ПРООН: Отдел закупок Должность: ПРООН в Узбекистане Адрес: Ул. Тараса Шевченко, 4, Ташкент 100029, Узбекистан	

<p>Bank account: 2029 6000 2006 0013 6001 Bank name: Central Operational Branch of State People’s Bank of Uzbekistan, Tashkent MFO: 00883 INN: 202 676 480 Telephone number: 120-34-50 Fax: 120-34-85 Email: pu.uz@undp.org</p>	<p>P/с: 20296000200600136001 В банке ЦОФ Народного Банка РУз МФО: 00883 ИНН: 202676480 Телефон: 120-34-50 Факс: 120-34-85 Электронная почта: pu.uz@undp.org</p>
<p>15. Contractor’s Bank Account to which payments will be transferred: Beneficiary: Account number: Bank name: Bank address: Bank Code: INN: ОКЭД:</p>	<p>15. Банковский счет Подрядчика, на который будут осуществляться платежи: Получатель: Номер счета: Название банка: Адрес банка: МФО ИНН ОКЭД</p>
<p>This Contract consists of the following documents, which in case of conflict shall take precedence over one another in the following order:</p> <ol style="list-style-type: none"> 1. This face sheet (“Face Sheet”). 2. UNDP Special Conditions [delete if not applicable] 3. [UNDP General Terms and Conditions for Contracts] [UNDP General Terms and Conditions for Institutional (de minimis) Contracts] [delete if not applicable and remove square brackets] 4. Terms of Reference (TORs) and Schedule of Payments, incorporating the description of services, deliverables and performance targets, time frames, schedule of payments, and total contract amount [delete if not applicable]. 5. Technical Specifications for Goods [delete if not applicable] 6. The Contractor’s Technical Proposal and Financial Proposal, dated [insert date], as clarified by the agreed minutes of the negotiations meeting, dated [insert date]; these documents not attached hereto but known to and in the possession of the Parties, and forming an integral part of this Contract. 7. Discount Prices [to be used in cases where the Contractor is engaged on the basis of an LTA; delete if not applicable]. <p>All the above, hereby incorporated by reference, shall form the entire agreement between the Parties (the “Contract”), superseding the contents of any other negotiations and/or agreements, whether oral or in writing, pertaining to the subject of this Contract.</p> <p>This Contract shall enter into force on the date of the last signature of the Face Sheet by the duly authorized representatives of the Parties, and terminate on the Contract Ending Date indicated on the Face Sheet. This Contract may be amended only by written agreement between the duly</p>	<p>Настоящий Договор состоит из следующих документов, которые, в случае возникновения несоответствия, имеют преимущество друг перед другом в следующем порядке:</p> <ol style="list-style-type: none"> 1. Данная титульная страница («Титульная страница»). 2. Особые условия ПРООН [удалите если неприменимо] 3. [Общие условия ПРООН для договоров] [Общие условия ПРООН для базовых (незначительных) договоров] [удалите если неприменимо, и удалите квадратные скобки] 4. Техническое задание (ТЗ) и График платежей, включающий описание услуг, результатов и целевых показателей эффективности, временных рамок, графика платежей и общей суммы контракта [удалите если неприменимо]. 5. Технические спецификации для товаров [удалите если неприменимо] 6. Техническое и финансовое предложения Подрядчика, датированное [укажите дату], согласованными протоколами переговорного совещания, датировано [укажите дату]; эти документы не прилагаются к настоящему договору, но известны и находятся в распоряжении Сторон и являются неотъемлемой частью настоящего Контракта. 7. Представленные скидки [будут использоваться в случаях, когда Подрядчик нанимается на основе долгосрочного контракта; удалите, если неприменимо]. <p>Все вышеперечисленное, включая все, на что ссылается этот документ, являет собой полный объем договоренностей («Договор») между Сторонами, при этом все предыдущие переговоры и / или договоренности, имеющие отношение к предмету настоящего Договора, теряют силу независимо от того, выполнены они в устной или в письменной форме.</p> <p>Настоящий Договор вступает в силу со дня проставления надлежащим образом уполномоченными представителями Сторон последней подписи на Титульной странице и прекращает свое действие в дату завершения Договора, указанную на Титульной странице. Внесение изменений и / или дополнений к</p>

<p>authorized representatives of the Parties.</p> <p>This Contract and all Annexes thereto including General Conditions are executed in English and Russian. In case of discrepancy between the English and Russian texts of the Contract and all Annexes thereto, the parties agree that the English text will prevail.</p> <p>IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have on behalf of the Parties hereto signed this Contract at the place and on the day set forth below.</p>	<p>настоящему Договору возможно лишь в случае оформления письменного соглашения надлежащим образом уполномоченными представителями Сторон.</p> <p>Контракт и все Приложения к нему, включая Общие условия, выполнены на английском и русском языках. Стороны соглашаются что, в случае расхождения между английским и русским текстами преимущественной силой обладает текст на английском языке.</p> <p>Настоящим удостоверяется, что должным образом уполномоченные на это представители Сторон подписали настоящий Договор от имени Сторон в месте и в день, указанные ниже.</p>
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For the Contractor / От имени Подрядчика	
Signature / Подпись:	
Name / Имя:	
Title / Должность:	
Date / Дата:	
For UNDP / От имени ПРООН	
Signature / Подпись:	
Name / Имя:	
Title / Должность:	
Date / Дата:	

[Имя и подпись уполномоченного лица]
[Должность]
[Печать]
[Дата]