



RFQ 2022-01 2022-01_ "Various equipment for hospitality related micro-business" for **"Creating Inclusive and Decent Jobs for Socially Vulnerable Groups"**
 Click or tap here to enter text.

Date: 24 August 2022

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Issued by:

DocuSigned by:
 Signature: Subhan Ahmadov
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Name: Subhan Ahmadov

Title: Operations Manager UNDP

Date: 24 August 2022

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>5 September 2022 18:00 Baku local time</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering</p> <p><input checked="" type="checkbox"/> Dedicated Email Address</p> <p><input type="checkbox"/> Courier / Hand delivery</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p> <p>Bid submission address: procurement.aze@undp.org</p> <ul style="list-style-type: none"> ▪ File Format: pdf, jpeg, rar, zip ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 35 MB ▪ Mandatory subject of email: RFQ 2022 -01 _Various equipment for hospitality related micro-business (Labour) ▪ Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y. ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The bidder should receive an email acknowledging email receipt. <p>[For eTendering method, click the link https://etendering.partneragencies.org and insert Event ID information]</p> <ul style="list-style-type: none"> • Insert BU Code and Event ID number <p>Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/</p>
Cost of preparation of quotation	<p>UNDP shall not 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.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP’s Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti</p>

Gifts and Hospitality	Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
Conflict of Interest	<p>UNDP requires every prospective Supplier 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. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p><input type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p><input type="checkbox"/> General Terms and Conditions for Works</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days</p> <p><input checked="" type="checkbox"/> Liquidated Damages refers to the amount, which the Contractor must pay UNDP for the damages caused to UNDP resulting from the Contractor's breach of its obligations as per Contract. For the present tender the liquidated damages are determined as 0.5% of contract value for every day of delay, up to a maximum duration of 30 calendar days. Thereafter, the contract may be terminated</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP. Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	Quotations shall be quoted in USD
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.

	<p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>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</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) 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 influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p>English or Azerbaijani</p> <p>Annexes shall be given in English. Supporting documents and standard registration documents can be submitted in English, Azerbaijani, Russian or Turkish.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Company Profile.</p> <p><input checked="" type="checkbox"/> Registration certificate.</p> <p><input checked="" type="checkbox"/> Minimum 2 years of previous experience (provide information and description of contracts and contractor's contacts);</p> <p><input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of Contract value in similar field;</p> <p><input checked="" type="checkbox"/> Address for warranty and after-sale service.</p>
Quotation validity period	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>
Price variation	<p>No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted The Suppliers can submit their offers for all or part of items. Evaluation will be done on an item-by-item basis.</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p> <p>If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote"</p>
Payment Terms	<p><input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p>
Conditions for Release of Payment	<p><input type="checkbox"/> Passing Inspection after Complete Installation</p> <p><input type="checkbox"/> Passing all Testing [specify standard, if possible]</p> <p><input checked="" type="checkbox"/> Completion of instruction on Operation and Maintenance</p> <p><input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements</p> <p><input type="checkbox"/> Others [pls. specify]</p>
Contact Person for correspondence,	<p>E-mail address: procurement.aze@undp.org</p> <p>Attention: Quotations sent to any address other than indicated above shall be disqualified.</p>

notifications and clarifications	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.
Clarifications	Requests for clarification from bidders will not be accepted any later than 3 days before the submission deadline (i.e. by 31 August 2022, 18:00 Baku Local time). Responses to request for clarification will be communicated through https://www.az.undp.org/content/azerbaijan/en/home/procurement.html or by email
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Comprehensiveness of after-sales services <input checked="" type="checkbox"/> Earliest Delivery /shortest lead time <input type="checkbox"/> Others Click or tap here to enter text.
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	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.
Type of Contract to be awarded	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) <input type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]
Expected date for contract award.	20 September 2022
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

ANNEX 1: SCHEDULE OF REQUIREMENTS

Technical Specifications for Goods:

Sets to be Supplied* Delivery and installation place	Description / Specifications of Goods	Quantity, pcs	
Set 1/1/Sumgayit	Technical parameters:	1	
	1. Pastry oven. Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min.		1
	2. Stainless steele table, min 3x1 m; max 3.2x1.2 m		1
	3. Kitchen scale, min 50 kg		1
	4. Showcase refrigerator: glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included		1
	5. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) (min 100 Wt, 3 speeds, min 500 m3/h capacity)		1
Set 2/68/Sumgayit	Technical parameters:	1	
	1. Pastry oven. Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min		1
	2. Kitchen gas stove with oven, 4 gas burners, oven with 2 trays min		1
	3. Kitchen scale, min 50 kg		6
	4. Baking oven trays, 40x60 cm		1
Set 3/271/Sumgayit	Technical parameters:	1	
	1. Pastry oven. Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min		1
	2. Microwave oven, 220vt, min 6 programs, min 20 lt capacity, min power 900/1200 vt		1
	3. Cake decorating supply kit with syringe (min 20 tips)		1
	4. Bakeware set, min 4 form (40x60 cm)		1
	5. Kitchen scales, min 50 kg		1
	6. Open shelf for utensils, min 4 tiers, min 1.8x1x0.4 m		1
	7. Food processor, min capacity 2.1l, min number of speed settings: 2, min motor power 700 Wt, included accessories: 1 x lid, 1 x plastic mixing bowl 500g, 1 x plastic blender attachment, 1 x Reversible shredding disc coarse/fine, 1 x beating disc, 1 x Reversible slicing disc thick/thin, 1 x stuffer, 1 x universal knife, 1 x accessory carrier, 1 x blade protection cap, min number of functions: 25		1
	8. Stainless steel table, min 1.4x1 m		1
	9. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity)		1
	10. Dough mixer, 220V, food grade stainless steel, min 30 kg		1
Set 4/278/Sumgayit	Technical parameters:	1	
	1. Pastry oven. Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min		1
	2. Dough sheeter machine. 220V, 40 cm sheets		1
	3. Showcase refrigerator: glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included		1
	4. Planetary mixer. Bowl capacity 6l min, 220V, power 1500 vt min		1
	5. Dough mixer, 220V, food grade stainless steel, min 30 kg		1
	6. Kitchen scales, min 50 kg		1
7. Bakeware set, min 4 form (40x60 cm)	1		

	8. Stainless steel table , min 1.4x1 m	1
	9. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity)	1
	10. Open shelf for utensils , min 4 tiers, min 1.8x1x0.4 m	1
Set 5/316/Sumgayit	Technical parameters: 1. Pastry oven . Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min 2. Dough sheeter machine . 220V, 40 cm sheets 3. Stainless steel table , min 1.4x1 m 4. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) 5. Open shelf for utensils , min 4 tiers, min 1.8x1x0.4 m 6. Kitchen scales , min 50 kg	1 1 1 1 1 1
Set 6/388/Sumgayit	Technical parameters: 1. Kitchen scales , min 50 kg 2. Pastry oven . Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min 3. Open shelf for utensils , min 4 tiers, min 1.8x1x0.4 m 4. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) 5. Food processor , min capacity 2.1l, min number of speed settings: 2, min motor power 700 Wt, included accessories: 1 x lid, 1 x plastic mixing bowl 500g, 1 x plastic blender attachment, 1 x Reversible shredding disc coarse/fine, 1 x beating disc, 1 x Reversible slicing disc thick/thin, 1 x stuffer, 1 x universal knife, 1 x accessory carrier, 1 x blade protection cap, min number of functions: 25 6. Stainless steel table , min 1.4x1 m	1 2 1 1 1 1
Set 7/394/Sumgayit	Technical parameters: 1. Pastry oven . Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min 2. Open shelf for utensils , min 4 tiers, min 1.8x1x0.4 m 3. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) 4. Showcase refrigerator : glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included 5. Stainless steel table , min 1.4x1 m 6. Kitchen scales , min 50 kg	1 1 1 1 1 1
Set 8/467/Binagadi	Technical parameters: 1. Stainless steel table , min 3x1 2. Microwave oven , 220vt, min 6 programs, min 20 lt capacity, min power 900/1200 vt 3. Tray holder . Metal tray holder with wheels, 10 trays of 40x60 cm min.	1 1 1
Set 9/806/Zagatala	Technical parameters: 1. Gasoline generator 0 phase , 3.0 kW, voltage 220-240 V 50/60 HZ, maximum output voltage 2.8 kW, voltage regulator type AVR, speed 3000 rpm, cooling system, fuel tank capacity 15 L, oil tank capacity 0.6 L, continuous operation time 12 hours 2. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) 3. Kitchen gas stove with oven , 4 gas burners, oven with 2 trays min 4. Automatic voltage stabilizer , min 10 kv 5. Baking oven trays , 40x60 cm	1 1 1 1 6
Set 10/1257/Barda	Technical parameters: 1. Pastry oven . Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum 2. Gasoline generator 0 phase , 3.0 kW, voltage 220-240 V 50/60 HZ, maximum output voltage 2.8 kW, voltage regulator type AVR, speed 3000 rpm, cooling system, fuel tank capacity 15 L, oil tank capacity 0.6 L, continuous operation time 12 hours	1 1

	<ol style="list-style-type: none"> 3. Cooking panel, 3 gas, 1 electric burner 4. Stainless steel table, min 1.4x1 m 5. Kitchen scales, min 50 kg 6. Plastic water tank, 1.5 metric tons. Max weight: 50 kg, working temperature: -5/+50 Celsius, walls: min 5 mm. 	1
		1
		1
		1
Set 11/1293/Barda	<p>Technical parameters:</p> <ol style="list-style-type: none"> 1. Natural gas pastry oven, min 6 trays 2. Gasoline generator 0 phase, 3.0 kW, voltage 220-240 V 50/60 HZ, maximum output voltage 2.8 kW, voltage regulator type AVR, speed 3000 rpm, cooling system, fuel tank capacity 15 L, oil tank capacity 0.6 L, continuous operation time 12 hours 3. Cooking panel, 3 gas, 1 electric burner 4. Kitchen scales, min 50 kg 5. Stainless steel table, min 1.4x1 m 6. Plastic water tank, 1.5 metric tons. Max weight: 50 kg, working temperature: -5/+50 Celsius, walls: min 5 mm. 	1
		1
		1
		1
		1
		1
Set 12/1340/Barda	<p>Technical parameters:</p> <ol style="list-style-type: none"> 1. Natural gas pastry oven, min 6 trays 2. Showcase refrigerator: glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 kWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included 3. Dining table with 4 chairs, square shape steel with laminate/analogue 4. Stainless steel table, min 1.4x1 5. Bakeware set, min 4 form (40x60 cm) 6. Cookie decorating set, 20 form min 	1
		1
		1
		1
		1
		1
Set 13/1353/Barda	<p>Technical parameters:</p> <ol style="list-style-type: none"> 1. Baking oven, 220vt, min 2 trays, min 70 lt capacity, max size 60x60x55 cm 	1
Set 14/1385/Barda	<p>Technical parameters:</p> <ol style="list-style-type: none"> 1. Granite/artificial stone/artificial marble top steel table, 1.5x1 m 2. Cooking panel, 4 gas burners 3. Stainless steel sink with tap, 40x60 cm min. 4. Kitchen scales, min 50 kg 5. Plastic trays, min 520x320 mm (max 600x400 mm) 6. Enameled basin/bowl, min 50 cm dm, min 12l capacity 7. Standard muffin baking pan (for 12 muffins/brownies) 8. Cake decorating fondant roller set, 30 cm 	1
		1
		1
		1
		12
		1
		3
		1
Set 15/1489/Goychay	<p>Technical parameters:</p> <ol style="list-style-type: none"> 1. Coffee machine, with cappucinator, 1 double drip tray, min pressure 14 bar, separate water and milk heating. 2. Gasoline generator 0 phase, 3.0 kW, voltage 220-240 V 50/60 HZ, maximum output voltage 2.8 kW, voltage regulator type AVR, speed 3000 rpm, cooling system, fuel tank capacity 15 L, oil tank capacity 0.6 L, continuous operation time 12 hours 	1
		1
Set 16/1500/Goychay	<p>Technical parameters:</p> <ol style="list-style-type: none"> 1. Pastry oven. Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum 2. Bakeware set, min 4 form (40x60 cm) 	1
		1
Set 17/1572/Mingechevir	<p>Technical parameters:</p> <ol style="list-style-type: none"> 1. Vacuum cleaner, min 1600 vt, bagless 2. Kitchen gas stove with oven, 4 gas burners, oven with 2 trays min 3. Floor lamp with brown/coffee/yellow lampshade, min height 1.7 m 4. Speaker, min height 50 cm, usb/radio, min 50 vt 	1
		1
		6
		1

	<ul style="list-style-type: none"> 5. Restroom sinks with tap 6. Plastic food containers set (up to 3 kg), min 12 pcs 7. Toaster, 2-slot, removable crumb tray, reheat, defrost and warming, min 7 settings, self-centering 8. Coffee and tea machine (food grade stainless steel, min 40l, 220V, min 3 steel teapots) 9. Freestanding chalk board (green/black), min 50 cm 10. Colour chalks set, min 12 11. Kitchen knives set, min 5 12. Stainless steel table, min 1.4x1 m 13. Dinner plates, ceramic, 30 cm dm 	<p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">24</p>
Set 18/2791/Ganja	<p>Technical parameters:</p> <ul style="list-style-type: none"> 1. Small corn stick making machine (any country or bidder production), 220V, max pow 4.5 kW, max weight 20 kg, min capacity 10kg/h 2. Hands free pedal sealer, on stand, min 30 cm bags, 220V 3. Vending cart on wheels, with canopy, min 1.5x1x0.8m, 2 storage units, for cart box stainless steel/aluminum/wood/plastic parts accepted 	<p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p>
Set 19/1701/Mingechevir	<p>Technical parameters:</p> <ul style="list-style-type: none"> 1. Stainless steel table, min 1.4x1 m 2. Microwave oven, 220vt, min 6 programs, min 20 lt capacity, min power 900/1200 vt 3. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) 4. Air conditioner, heat/cooling, 20m2 capacity 5. Cake decorating supply kit with syringe (min 20 tips) 6. Standard muffin baking pan (for 12 muffins/brownies) 7. Baking oven trays, 40x60 cm 8. Bakeware set, min 4 form (40x60 cm) 9. Gasoline generator 0 phase, 3.0 kW, voltage 220-240 V 50/60 HZ, maximum output voltage 2.8 kW, voltage regulator type AVR, speed 3000 rpm, cooling system, fuel tank capacity 15 L, oil tank capacity 0.6 L, continuous operation time 12 hours 	<p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">3</p> <p style="text-align: right;">6</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p>
Set 20/4051/Ganja	<p>Technical parameters:</p> <ul style="list-style-type: none"> 1. Dining table with 4 chairs, square shape steel with laminate/analogue 2. Coffee and tea machine (food grade stainless steel, min 40l, 220V, min 3 steel teapots) 3. Gasoline generator 0 phase, 3.0 kW, voltage 220-240 V 50/60 HZ, maximum output voltage 2.8 kW, voltage regulator type AVR, speed 3000 rpm, cooling system, fuel tank capacity 15 L, oil tank capacity 0.6 L, continuous operation time 12 hours 4. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) 5. Cooking panel, 4 gas burners 6. Tea glass with saucier (Armudu set) 7. Teaspoon, steel 8. Sugar bowl with lid, glass/crystal, min 200 gr 9. Confiture bowl, glass/crystal, min 200 gr 10. Outdoor patio sun umbrella, adjustable height, min 2m dm, foldable, heavy bottom 11. Saucier for jam 12. Tea pot, porcelain 13. Tea pot stand, metal/wood 14. Round metal on-fire tea pot stands, min 15 mm dm, min 2 mm thick 	<p style="text-align: right;">18</p> <p style="text-align: right;">2</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">1</p> <p style="text-align: right;">120</p> <p style="text-align: right;">120</p> <p style="text-align: right;">36</p> <p style="text-align: right;">36</p> <p style="text-align: right;">18</p> <p style="text-align: right;">120</p> <p style="text-align: right;">36</p> <p style="text-align: right;">36</p> <p style="text-align: right;">4</p>
Set 21/4030/Ganja	<p>Technical parameters:</p> <ul style="list-style-type: none"> 1. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity) 	<p style="text-align: right;">1</p>

	2. Coffee and tea machine (food grade stainless steel, min 40l, 220V, min 3 steel teapots)	1
	3. Dining table with 4 chairs, square shape steel with laminate/analogue	8
	4. Air conditioner , heat/cooling, 20m2 capacity	1
Set 22/2110/Mingechevir	Technical parameters: 1. Refrigerator trays , 50x50 cm, plastic/glass	8
	2. Microwave oven , 220vt, min 6 programs, min 20 lt capacity, min power 900/1200 vt	1
	3. Electric water heater , min 30l	1
	4. Baking oven trays , 40x60 cm	6
	5. Air conditioner , heat/cooling, 80m2 capacity	1
	6. Hand mixer with beaker/jar , min 400 Wt, min 4 speeds, min 2 beaters and 2 hooks	1
	7. Automatic voltage stabilizer , min 20 kV	1
	8. Electric nut grinder , 220V, min bowl capacity 7 kg	1
	9. Granite/artificial stone/artificial marble top steel table , 2.5x0.85x0.80 m, minimum 4 storage units	1
Set 23/2123/Mingechevir	Technical parameters: 1. Stainless steel preparation table , (min 2 section and 2 trays storage unit) min 1.3x1 m	1
	2. Doner stove , 220vt, min 4 radians, motor powered	1
	3. Top over vent (aspirator) for doner stove	1
	4. Ayran making machine , 220V, min 15l	1
	5. Electric doner knife , rotary, 220V	1
Set 24/3561/Ganja	Technical parameters: 1. Stainless steel table , min 3x1 m	1
	2. Kitchen gas stove with oven , 4 gas burners, oven with 2 trays min	1
	3. Doner stove , gas fuelled, min 4 radians, motor powered	1
	4. Doner knife , stainless steel	2
	5. Highball glasses , min 240 ml	36
	6. Dinner plates , ceramic, 30 cm dm	36
	7. Cutlery set (knife, fork, spoon)	36
	8. Stainless steel preparation table , (min 2 section and 2 trays storage unit) min 1.3x1 m	1
Set 25 25/2617/Ganja	Technical parameters: 1. Showcase refrigerator : glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included	1
	2. Stainless steel table , food grade, 2m x 0.8m	1
	3. Baking oven trays , 40x60 cm	6
	4. Air conditioner , heat/cooling, 40m2 capacity	1
Set 26/1014/Fizuli	Technical parameters: 1. Stainless steel table , min 65x80 cm, max +10% in sizes	2
	2. Stainless steel table , min 47x75 cm, max +10% in sizes	1
	3. Water pump , min 3l/min	1
	4. Ayran making machine , 220V, min 15l	1
	5. Steel double sink , with tap	1
	6. French fries cutting machine , 220V, min 10kg/h	1
	7. Electric water heater , min 30l	1
	8. Milk shake machine , 220V, min 15l	1
	9. Ice-cream machine (gelato type) , min 15l	1

Set 27/2664/Ganja	Technical parameters:	
	1. Pastry oven. Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum	1
	2. Fermentation cabin: 6 floors, 220 V/50 Hz, power 1.9 kw, temperature range 0-90°C, container size 40*60 cm	1
	3. Log containers: size 40*60 cm, material polyurethane	6
	4. Showcase refrigerator: glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included	1
	5. Kitchen scales, min 50 kg	1
	6. Stainless steel table, min 1.4x1	1
	7. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity)	1
	8. Dough sheeter machine. 220V, 40 cm sheets	1
	9. Dough mixer, 220V, food grade stainless steel, min 30 kg	1
10. Planetary mixer. Bowl capacity 6l min, 220V, power 1500 vt min	1	
Set 28/2669/Ganja	Technical parameters:	
	1. Stainless steel table, min 2x1.5 m	1
	2. Kitchen scales, min 50 kg	1
	3. Baking oven trays, 40x60 cm	6
	4. Top vents over the oven	1
	5. Fermentation cabin: 6 floors, 220 V/50 Hz, power 1.9 kw, temperature range 0-90°C, container size 40*60 cm	1
	6. Kitchen gas stove with oven, 3 gas burners, 1 electric burner, oven with 2 trays min	1
7. Showcase refrigerator vertical: glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included	1	
Set 29/2703/Ganja	Technical parameters:	
	1. Baking oven trays, 40x60 cm	6
	2. Round copper/steel tray for baking over coal, 1 kg capacity	2
	3. Round copper/steel tray for baking over coal, 2 kg capacity	2
	4. Round copper/steel tray for baking over coal, 3 kg capacity	2
	5. Kitchen scales, min 50 kg	2
6. Dough mixer, 220V, food grade stainless steel, min 30 kg	1	
Set 30/2721/Ganca	Technical parameters:	
	1. Single hostel beds, standard size, min 183 to 76.2 cm, max 198 cm to 91.4 cm) wood/mdf, with mattresses	4
	2. Bedroom closet, with mirror, min 2.2m X 2m X 0.6m	1
	3. Chest of drawers, min 42 cm X 60 cm X 48 cm	1
	4. Bed pillows, XL	8
	5. Bed pillows, L	8
	6. Bedding sets (whole kit), compatible with beds, mattresses and pillows (white/cream, min 70% natural tissue)	8
	7. Combination (gas fuelled) boiler, min 30 kW, BTU min 30000, heating area 300 m2	1
	8. Standard radiators, compatible with boiler. Working pressure 1.2-1.8 mpa, max pressure 3.6 mpa, max temp 90C, bimetal and/or aluminium, max size 565x75x95 mm	11
	9. Gas fuelled water heater, min 200l	1
	10. Shower set with taps, 3 regimes, wall fixing middle bar	2
11. Coal samovar, min 15l	1	
Set 31/2741/Ganja	Technical parameters:	
	1. Baking oven trays, 40x60 cm	6
	2. Round copper/steel tray for baking over coal, 1 kg capacity	2
	3. Round copper/steel tray for baking over coal, 2 kg capacity	2
4. Round copper/steel tray for baking over coal, 3 kg capacity	2	

	5. Kitchen scales , min 50 kg	1
	6. Air conditioner , heat/cooling, 60m2 capacity	1
Set 32/4059/Absheron	Technical parameters: 1. Convection stove , 380V, min 6 programs, min 3 trays, steam convection, min top temperature 450C, max size 1x1x0.6 m, min power 4.5 kW	1
	2. Granite/artificial stone/artificial marble top steel table , 2.5x0.85x0.80 m, minimum 4 storage units	1
	3. Open shelf for utensils , min 4 tiers, min 1.8x1x0.4 m	1
	4. Air conditioner , heat/cooling, 40m2 capacity	1
	5. Round copper/steel tray for baking over coal , 1 kg capacity	2
	6. Round copper/steel tray for baking over coal , 2 kg capacity	2
	7. Round copper/steel tray for baking over coal , 3 kg capacity	2
	8. Cake decorating supply kit with syringe (min 20 tips)	1
	9. Bakeware set , min 4 form (40x60 cm)	1
	10. Cake knives set , 6 pcs	1
Set 33/2772/Ganja	Technical parameters: 1. Kitchen table , steel with laminate/analogue, 190x90 cm	1
	2. Coffee and tea machine (food grade stainless steel, min 40l, 220V, min 3 steel teapots)	1
	3. Baking oven trays , 40x60 cm	6
	4. Cake knives set , 6 pcs	1
	5. Cake decorating supply kit with syringe (min 20 tips)	1
	6. Standard muffin baking pan (for 12 muffins/brownies)	3
	7. Top vents over the oven	1
	8. Cooking pot set , min 35-25-15 cm, 3 pcs	1
	9. Bakeware set , min 4 form (40x60 cm)	1
	10. Frying pan set , min 35-25-15 cm, 3 pcs	1
	11. Kitchen scales , min 50 kg	1
	12. Cooking panel , 4 gas burner	1
	13. Kitchen gas stove with oven , 4 gas burners, oven with 2 trays min	1
Set 34/2858/Shamkir	Technical parameters: 1. Wooden table-chair set , red/brown, 180cm x 80 cm, 4 chairs, colour Bordeaux/brown/similarvertical	3
	2. Microwave oven , 220vt, min 6 programs, min 20 lt capacity, min power 900/1200 vt	1
	3. Showcase refrigerator vertical : glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 kWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included	1
	4. Electric contact grill/toster , 220V, min 1800 Wt, individual top and bottom heating, removable plates	1
	5. Hand mixer with beaker/jar , min 400 Wt, min 4 speeds, min 2 beaters and 2 hooks	1
	6. Round table/chair set , 3 chairs, steel with laminate/analogue, min 0.6m dm	4
Set 35/3096/Mingechevir	Technical parameters: 1. Pastry oven . Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min	1
	2. Baking oven trays , 40x60 cm	6
	3. Tray holder . Metal tray holder with wheels, 10 trays of 40x60 cm min.	1
	4. Edible ink printer , min 24 frosting sheets included,color print up to 9600 x 2400 dpi, wireless, 5 inch touch LCD, 6-Color Ink System with Gray Ink, AirPrint, Auto Duplex Printing, Auto Photo Fix II, Borderless Printing, CD/DVD Printing, Wireless Printing, Hi-Speed USB	1
Set 36/3137/Mingechevir	Technical parameters: 1. Baking oven trays , 40x60 cm	6

	2. Coffee and tea machine (food grade stainless steel, min 40l, 220V, min 3 steel teapots)	1
	3. Air conditioner , heat/cooling, 80m2 capacity	1
Set 37/3325/Goychay	Technical parameters: 1. Coffee machine , with cappucinator, 1 double drip tray, min pressure 14 bar, separate water and milk heating.	1
	2. Showcase refrigerator vertical : glass, min 200*60 cm*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included	1
	3. Gasoline generator . Min 5.5 kW, fuel tank capacity min 20 L, oil tank capacity min 0.6 L, continuous operation time 10 hours	1
	4. Kitchen gas stove with oven , 3 gas burners, 1 electric burner, oven with 2 trays min	1
	5. Blender , min 800 Wt, min 1.5l jar, min 2 speeds	1
	6. Microwave oven , 220vt, min 6 programs, min 20 lt capacity, min power 900/1200 vt	1
	7. Security Camera set , 2 Indoor, 2 Outdoor Camera Set 1MP 720P, support Internet connection, remote control, video recorder 500gb hard disk	1
	8. Plastic water tank , 2 metric tons. Max weight: 70 kg, working temperature: -5/+50 Celsius, walls: min 5 mm	1
	9. Water pump , min 3l/min	1
	10. Aluminium pots . 40x45cm	3
Set 38/2707/Ganja	Technical parameters: 1. Coffee machine , with cappucinator, 1 double drip tray, min pressure 14 bar, separate water and milk heating	1
	2. 3D coffee printer	1
	3. Coffee grinder , 220V, min 12 grind settings, min capacity 10 cups	1
	4. Coffee and tea machine (food grade stainless steel, min 40l, 220V, min 3 steel teapots)	1
	5. Round table/chair set , 3 chairs, steel with laminate/analogue, min 0.6m dm	4
Set 39/3632/Shamakhi	Technical parameters: 1. Doner stove , coal/charcoal, motor powered, 50x50x100 cm (+/- 10% deviation)	1
	2. Doner knife , stainless steel	1
	3. Freezer , glass top, length 1.6, min freezing temperature -18C, 400l	1
Set 40/4123/Barda	Technical parameters: 1. Air conditioner , heat/cooling, 40m2 capacity	1
	2. Pastry oven . Requirements: 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum, up to 320C min	1
	3. Granite/artificial stone/artificial marble top steel table , 1.9/2.0x0.8x0.9 m	1
	4. Kitchen scale , min 50 kg	1
	5. Kitchen scale , 0-5 kg	1
	6. Aluminum/metal service trays , 40x60 cm	6
	7. Electric water heater , min 30l	1
	8. Kitchen gas stove with oven , 4 gas burners, oven with 2 trays min	1
	9. Refrigerator , 2 doors, with freezer section, min 200x60x55 cm, energy consumption A++, min 450l, no-frost	1
	10. Open shelf for utensils , min 4 tiers, min 1.8x1x0.4 m	1
Set 41/3464/Barda	Technical parameters: 1. Stainless steel table , min 1.4x1 m	1
	2. Kitchen gas stove with oven , 4 gas burners, oven with 2 trays min	1
	3. Cake knives set , 6 pcs	1
	4. Baking oven trays , 40x60 cm	6

	<p>5. Gasoline generator 0 phase, 3.0 kW, voltage 220-240 V 50/60 HZ, maximum output voltage 2.8 kW, voltage regulator type AVR, speed 3000 rpm, cooling system, fuel tank capacity 15 L, oil tank capacity 0.6 L, continuous operation time 12 hours</p> <p>6. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity)</p> <p>7. Electric nut grinder, 220V, min bowl capacity 7 kg</p> <p>8. Planetary mixer. Bowl capacity 6l min, 220V, power 1500 vt min</p>	1
		1
		1
		1
Set 42/3578/Ganja	<p>Technical parameters:</p> <p>1. Baking oven trays, 40x60 cm</p> <p>2. Stainless steel table, min 1.4x1 m</p> <p>3. Tray holder. Metal tray holder with wheels, 10 trays of 40x60 cm min.</p>	6
		1
Set 43/2691/Ganja	<p>Technical parameters:</p> <p>1. Showcase refrigerator: glass, min 200*60*120 cm. 220 V/50 Hz, energy consumption 1.9 KWh/24h, refrigerant gas R134a, volume 600 L, cooling range +2/+10°C, trays included</p> <p>2. Kitchen scale, min 50 kg</p> <p>3. Stainless steel table, min 1.4x1</p> <p>4. Open shelf for utensils, min 4 tiers, min 1.8x1x0.4 m</p> <p>5. Baking oven trays, 40x60 cm</p> <p>6. Air conditioner, heat/cooling, 80m2 capacity</p> <p>7. Food processor, min capacity 2.1l, min number of speed settings: 2, min motor power 700 Wt, included accessories: 1 x lid, 1 x plastic mixing bowl 500g, 1 x plastic blender attachment, 1 x Reversible shredding disc coarse/fine, 1 x beating disc, 1 x Reversible slicing disc thick/thin, 1 x stuffer, 1 x universal knife, 1 x accessory carrier, 1 x blade protection cap, min number of functions: 25</p>	1
		1
		1
		1
		6
		1
		1
Set 44/4020/Ganja	<p>Technical parameters:</p> <p>1. Stainless steel table, min 1.4x1 m</p> <p>2. Baking oven trays, 40x60 cm</p> <p>3. Hand mixer with beaker/jar, min 400 Wt, min 4 speeds, min 2 beaters and 2 hooks</p> <p>4. Dough mixer, 220V, food grade stainless steel, max 7 kg</p>	1
		6
		1
		1
Set 45/4079/Absheron	<p>Technical parameters:</p> <p>1. Dough mixer, 220V, food grade stainless steel, min 30 kg</p> <p>2. Stainless steel preparation table, (min 2 section and 2 trays storage unit) min 1.3x1 m</p> <p>3. Stainless steel table, min 1.4x1</p> <p>4. Top vent over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity)</p> <p>5. Air conditioner, heat/cooling, 20m2 capacity</p> <p>6. Baking oven trays, 40x60 cm</p>	1
		1
		1
		1
		1
		6

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the goods in up to 20 days after Contract signature.
Delivery Terms (INCOTERMS 2021)	<i>DAP Binagadi, Sumgayit, Absheron, Shamakhi, Goychay, Fizuli, Barda, Mingechevir, Ganja, Shamkir, Zagatala, in line with the requirements in Annex 1. The exact addresses in these regions will be provided to the successful Bidder(s) after signing of the contract.</i>
Customs clearance (must be linked to INCOTERM)	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation (where applicable) <input checked="" type="checkbox"/> Supplier/bidder with the help of UNDP <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	<i>DAP Binagadi, Sumgayit, Absheron, Shamakhi, Goychay, Fizuli, Barda, Mingechevir, Ganja, Shamkir, Zagatala in line with the requirements in Annex 1. The exact addresses in these regions will be provided to the successful Bidder(s) after signing of the contract.</i>
Packing Requirements	Packing shall be of an efficient and effective standard to protect the Goods against the hazards associated with handling during loading and unloading while in transits, delivery and storage at the destination places. The packages shall allow for distribution to several addresses within each region.
Training on Operations and Maintenance	Instructing on how to operate and maintain equipment is required.
Warranty Period	12 months for required items as per Annex 3 In case of founding the defects or damage, the supplier shall replace the goods in the period of 10 calendar days. Brand new replacement if Purchased Unit is beyond repair during the reasonable period
After-sales service and local service support requirements	Required. The after-sale service shall be available in Azerbaijan. Please indicate the address for after-sale service.
Preferred Mode of Transport	No specific delivery mode is required. The Bidder may deliver by air or by land or using a multimodal transport mode.

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Click or tap here to enter text.	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text.

		IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.		
Previous relevant experience: 2 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions, Sanctions: I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

We are attaching the following documents along with the quotation:

1. Annex 2: Quotation Submission Form duly completed and signed
2. Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1.
3. Company Profile
4. Registration certificate
5. Minimum 2 years of previous experience (provide information and description of contracts and contractor's contacts Statement of satisfactory Performance (Certificates) from the top 2 clients in terms of **Contract value** in similar field
6. Other Models, brand names, technical specifications of the offered products
7. Confirmation on 12 months warranty for required items
8. Address for warranty and after-sale service.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	Click or tap here to enter text.	Date: Click or tap to enter a date.

THE UNIT PRICES PROVIDED BELOW SHOULD BE ALL-INCLUSIVE BASIS CONSIDERING TRANSPORTATION AND ALL OTHER RELATED COSTS TO THE REGIONS. NO ADDITIONAL COST LINE SHOULD BE ADDED TO THE TABLE.

Currency of the Quotation: USD

INCOTERMS: DAP Binagadi, Sumgayit, Absheron, Shamakhi, Goychay, Fizuli, Barda, Mingechevir, Ganja, Shamkir, Zagatala in line with Annex 1

Items to be Supplied*	Brand, model and technical specifications of the equipment offered by Supplier	Warrantee	Quantity, pcs	Exact address	Unit Price (USD)	Total Price (USD)
Pastry oven. 220V, 50/60 Hz, 5 trays (min 40x60 cm) minimum.		12 months	14	To be provided		
Cake decorating kit with syringe		n/a	4	To be provided		
Kitchen gas stove 4 gas burners		12 months	7	To be provided		
Microwave oven		12 months	6	To be provided		
Cake decorating roller set		n/a	1	To be provided		
Electric nut grinder min 7kg		12 months	3	To be provided		
Dough mixer min 30kg		12 months	6	To be provided		
Dough sheeter		12 months	3	To be provided		
Top vents over the oven (min 100 Wt, 3 speeds, min 500 m3/h capacity)		12 months	15	To be provided		
Stainless steel table, 3x1 m		n/a	3	To be provided		
Planetary mixer		12 months	3	To be provided		

Tray holder		n/a	3	To be provided		
Gasoline generator 3kW		12 months	7	To be provided		
Showcase refrigerator horizontal		12 months	8	To be provided		
Open shelf for utensils		n/a	9	To be provided		
Bakeware set		n/a	7	To be provided		
Voltage stabilizer min 10 kV		12 months	1	To be provided		
Voltage stabilizer min 20 kV		12 months	1	To be provided		
Kitchen table min 1.4x1 m		n/a	12	To be provided		
Cooking panel 3 gas 1 electric		12 months	2	To be provided		
Cooking panel 4 gas		12 months	3	To be provided		
Plastic water tank 1.5 t		12 months	2	To be provided		
Plastic water tank 2 t		12 months	1	To be provided		
Natural gas pastry oven		12 months	2	To be provided		
Dining table set (square, 4 chairs)		n/a	27	To be provided		
Cookie decorating set		n/a	1	To be provided		
Granite/artificial stone/artificial marble top steel table, min 1.5x1 m		n/a	1	To be provided		
Granite/artificial stone/artificial marble top steel table, min 2.5x0.85x0.80 m		n/a	2	To be provided		
Granite/artificial stone/artificial marble top steel table, min 1.9/2.0x0.8x0.9 m		n/a	1	To be provided		
Food processor		12 months	3	To be provided		
Kitchen scale, 50 kg		12 months	17	To be provided		
Stainless steel sink with tap		n/a	1	To be provided		

Baking oven trays		n/a	96	To be provided		
Plastic trays		n/a	12	To be provided		
Enameled basin/bowl		n/a	1	To be provided		
Standard muffin baking pan		n/a	9	To be provided		
Coffee machine, with cappucinator		12 months	3	To be provided		
Vacuum cleaner		12 months	1	To be provided		
Floor lamp		12 months	6	To be provided		
Speaker		12 months	1	To be provided		
Restroom sinks with tap		n/a	1	To be provided		
Plastic food containers set		n/a	1	To be provided		
Toaster		12 months	1	To be provided		
Coffee and tea machine		12 months	7	To be provided		
Freestanding chalk board (green/black), min 50 cm		n/a	1	To be provided		
Colour chalks set, min 12		n/a	1	To be provided		
Kitchen knives set		n/a	1	To be provided		
Dinner plates		n/a	60	To be provided		
Small corn stick making machine		12 months	1	To be provided		
Hands free pedal sealer		12 months	1	To be provided		
Vending cart on wheels		n/a		To be provided		
Air conditioner 20m2, min 8000 BTU, wall mounted, min 0.6 kV		12 months	3	To be provided		
Air conditioner 40m2, min 11000 BTU, wall mounted, min 1.6 kV		12 months	3	To be provided		
Air conditioner 80m2, min 23000 BTU, wall mounted, min 1.8 kV		12 months	3	To be provided		
Tea glass with saucier (Armudu set)		n/a	120	To be provided		
Teaspoon, steel		n/a	120	To be provided		

Sugar bowl with lid, glass/crystal, min 200 gr		n/a	36	To be provided		
Confiture bowl, glass/crystal, min 200 gr		n/a	36	To be provided		
Outdoor patio sun umbrella, adjustable height, min 2m dm, foldable, heavy bottom		n/a	18	To be provided		
Saucier for jam		n/a	120	To be provided		
Tea pot, porcelain		n/a	36	To be provided		
Tea pot stand, metal/wood		n/a	36	To be provided		
Round metal on-fire tea pot stands, min 15 mm dm, min 2 mm thick		n/a	4	To be provided		
Refrigerator trays		n/a	8	To be provided		
Electric water heater, min 30l		12 months	3	To be provided		
Hand mixer with beaker/jar		12 months	3	To be provided		
Stainless steel preparation table		n/a	3	To be provided		
Doner stove, 220vt		12 months	1	To be provided		
Doner stove, gas fuelled		12 months	1	To be provided		
Doner stove, coal/charcoal		12 months	1	To be provided		
Ayran making machine		12 months	2	To be provided		
Electric doner knife		12 months	1	To be provided		
Doner knife, manual		n/a	2	To be provided		
Highball glasses		n/a	36	To be provided		
Cutlery set		n/a	36	To be provided		
Stainless steel table, 65x80 cm		n/a	2	To be provided		
Stainless steel table, 47x75 cm		n/a	1	To be provided		
Water pump		12 months	2	To be provided		
Steel double sink, with tap		n/a	1	To be provided		

French fries cutting machine, 220V, min 10kg/h		12 months	1	To be provided		
Milk shake machine, 220V, min 15l		12 months	1	To be provided		
Ice-cream machine (gelato type), min 15l		12 months	1	To be provided		
Fermentation cabin		12 months	2	To be provided		
Log containers		n/a	6	To be provided		
Round copper/steel tray for baking over coal, 1 kg capacity		n/a	6	To be provided		
Round copper/steel tray for baking over coal, 2 kg capacity		n/a	6	To be provided		
Round copper/steel tray for baking over coal, 3 kg capacity		n/a	6	To be provided		
Single hostel beds, standard size, wood/mdf, with mattresses		n/a	4	To be provided		
Bedroom closet, with mirror, min 2.2m X 2m X 0.6m		n/a	1	To be provided		
Chest of drawers, min 42 cm X 60 cm X 48 cm		n/a	1	To be provided		
Bed pillows, XL		n/a	8	To be provided		
Bed pillows, L		n/a	8	To be provided		
Bedding sets (whole kit), compatible with beds, mattresses and pillows (white/cream, min 70% natural tissue)		n/a	8	To be provided		
Combination (gas fuelled) boiler, min 30 kW, BTU min 30000, heating area 300 m2		12 months	1	To be provided		
Standard radiators, compatible with boiler		12 months	11	To be provided		
Gas fuelled water heater, min 200l		12 months	1	To be provided		
Shower set with taps, 3 regimes, wall fixing middle bar		n/a	2	To be provided		
Coal samovar, min 15l		n/a	1	To be provided		
Convection stove, 380V		12 months	1	To be provided		

Kitchen table, steel with laminate/analogue		n/a	1	To be provided		
Cooking pot set		n/a	1	To be provided		
Frying pan set		n/a	1	To be provided		
Wooden table-chair set		n/a	1	To be provided		
Showcase refrigerator vertical		12 months	3	To be provided		
Edible ink printer		12 months	1	To be provided		
Gasoline generator. Min 5.5 kW		12 months	1	To be provided		
Blender		12 months	1	To be provided		
Security Camera set		12 months	1	To be provided		
Aluminium pots		n/a	3	To be provided		
3D coffee printer		12 months	1	To be provided		
Coffee grinder		12 months	1	To be provided		
Round table/chair set		n/a	8	To be provided		
Electric contact grill/toster		12 months	1	To be provided		
Kitchen scale, 0-5 kg		12 months	1	To be provided		
Aluminum/metal service trays		n/a	6	To be provided		
Freezer		12 months	1	To be provided		
Refrigerator, 2 doors		12 months	1	To be provided		
<i>Total (including delivery and installation costs):</i>						<i>USD:</i>

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS DAP)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements for required items	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements <i>[pls. specify]</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin: <i>(if export licence required this must be submitted if awarded the contract)</i>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

<p><i>Exact name and address of company</i></p> <p>Company Name: Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature: _____</p> <p>_____</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>
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