PRICE Quotation Form

|  |  |
| --- | --- |
| **Name of Bidder:** |  |
| **Date of the quotation:** | Click here to enter a date. |
| **Request for quotation Nº:** | RFQ Nº UNFPA/MDA/RFQ/2019/013 – Develop and implement three Awareness Raising Campaigns on youth participation and civic engagement with a focus on Digital Media |
| **Currency of quotation :** | USD |
| **Delivery charges based on the following 2010 Incoterm:** | Choose an item. |
| **Validity of quotation:**  *(The quotation must be valid for a period of at least 3 months after the submission deadline* |  |

* Quoted rates must be **exclusive of VAT**, since UNFPA is exempt from taxes.

|  |  |  |  |  |  |  |  |  |
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| **Item** | | **Description** | **Unit of measure (ex. day, hour, person etc.)** | | **Quantity** | **Unit rate, USD** | | **Total, USD** |
| **Deliverable 1: Elaboration and development of ecosystem for Youth Centres network** | | | | | | | | |
| 1. Professional Fees | | | | | | | | |
| 1.1 | | Team Leader *(please specify)* |  | |  |  | |  |
| 1.2 | | Expert 1 *(please specify)* |  | |  |  | |  |
| 1.3 | | Expert 2 *(please specify)* |  | |  |  | |  |
| *Sub-Total Professional Fees* | | | | | | | | $$ |
| 1. Other expenses | | | | | | | | |
| 2.1 | | *(please specify)* |  | |  |  | |  |
| 2.2 | | *(please specify)* |  | |  |  | |  |
| 2.3 | | *(please specify)* |  | |  |  | |  |
| *Sub-Total Other Expenses* | | | | | | | | $$ |
| ***Total Deliverable 1*** | | | | | | | | $$ |
| **Deliverable 2. Development of promotion plan for Facebook & Instagram accounts** | | | | | | | | |
| 1. Professional Fees | | | | | | | | |
| 1.1 | Expert 1 *(please specify)* | |  |  | | |  |  |
| 1.2 | Expert 2 *(please specify)* | |  |  | | |  |  |
| 1.3 | Expert 3 *(please specify)* | |  |  | | |  |  |
| *Sub-Total Professional Fees* | | | | | | | | $$ |
| 1. Other expenses | | | | | | | | |
| 2.1 | *(please specify)* | |  |  | | |  |  |
| 2.2 | *(please specify)* | |  |  | | |  |  |
| 2.3 | *(please specify)* | |  |  | | |  |  |
| *Sub-Total Other Expenses* | | | | | | | | $$ |
| ***Total Deliverable 2*** | | | | | | | | ***$$*** |
| **Deliverable 3. Production of social media materials** | | | | | | | | |
| 1. Professional Fees | | | | | | | | |
| 1.1 | Expert 1 *(please specify)* | |  |  | | |  |  |
| 1.2 | Expert 2 *(please specify)* | |  |  | | |  |  |
| 1.3 | Expert 3 *(please specify)* | |  |  | | |  |  |
| *Sub-Total Professional Fees* | | | | | | | | $$ |
| |  | | --- | | 1. Other expenses | | | | | | | | | |
| 2.1 | *(please specify)* | |  |  | | |  |  |
| 2.2 | *(please specify)* | |  |  | | |  |  |
| 2.3 | *(please specify)* | |  |  | | |  |  |
| *Sub-Total Other Expenses* | | | | | | | | $$ |
| ***Total Deliverable 3*** | | | | | | | | ***$$*** |
| **Deliverable 4. ProSelection and negociation with influencers** | | | | | | | | |
| 1. Professional Fees | | | | | | | | |
| 1.1 | Expert 1 *(please specify)* | |  |  | | |  |  |
| 1.2 | Expert 2 *(please specify)* | |  |  | | |  |  |
| 1.3 | Expert 3 *(please specify)* | |  |  | | |  |  |
| *Sub-Total Professional Fees* | | | | | | | | $$ |
| |  | | --- | | 1. Other expenses | | | | | | | | | |
| 2.1 | *(please specify)* | |  |  | | |  |  |
| 2.2 | *(please specify)* | |  |  | | |  |  |
| 2.3 | *(please specify)* | |  |  | | |  |  |
| *Sub-Total Other Expenses* | | | | | | | | $$ |
| ***Total Deliverable 4*** | | | | | | | | ***$$*** |
| **Deliverable 5. Capacity building / Mentoring of 20 managers / youth workers (3 half-day sessions, 25 participants each, including logistical arrangements)** | | | | | | | | |
| 1. Professional Fees | | | | | | | | |
| 1.1 | Expert 1 *(please specify)* | |  |  | | |  |  |
| 1.2 | Expert 2 *(please specify)* | |  |  | | |  |  |
| 1.3 | Expert 3 *(please specify)* | |  |  | | |  |  |
| *Sub-Total Professional Fees* | | | | | | | | $$ |
| |  | | --- | | 1. Other expenses | | | | | | | | | |
| 2.1 | *(please specify)* | |  |  | | |  |  |
| 2.2 | *(please specify)* | |  |  | | |  |  |
| 2.3 | *(please specify)* | |  |  | | |  |  |
| *Sub-Total Other Expenses* | | | | | | | | $$ |
| ***Total Deliverable 5*** | | | | | | | | ***$$*** |
| **Deliverable 6. Development and implementation of SM campaign** | | | | | | | | |
| 1. Professional Fees | | | | | | | | |
| 1.1 | Expert 1 *(please specify)* | |  |  | | |  |  |
| 1.2 | Expert 2 *(please specify)* | |  |  | | |  |  |
| 1.3 | Expert 3 *(please specify)* | |  |  | | |  |  |
| *Sub-Total Professional Fees* | | | | | | | | $$ |
| |  | | --- | | 1. Other expenses | | | | | | | | | |
| 2.1 | *(please specify)* | |  |  | | |  |  |
| 2.2 | *(please specify)* | |  |  | | |  |  |
| 2.3 | *(please specify)* | |  |  | | |  |  |
| *Sub-Total Other Expenses* | | | | | | | | $$ |
| ***Total Deliverable 6*** | | | | | | | | ***$$*** |
| ***Total Contract Price*** | | | | | | | | **$$** |

*Vendor’s Comments:*

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed **RFQ Nº UNFPA/MDA/RFQ/2019/013 – Develop and implement three Awareness Raising Campaigns on youth participation and civic engagement with a focus on Digital Media** including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

|  |  |  |
| --- | --- | --- |
|  | Click here to enter a date. |  |
| Name and title | Date and place | |

**ANNEX I:**

**General Conditions of Contracts:**

**De Minimis Contracts**

This Request for Quotation is subject to UNFPA’s General Conditions of Contract: De Minimis Contracts, which are available in: [English,](http://www.unfpa.org/resources/unfpa-general-conditions-de-minimis-contracts) [Spanish](http://www.unfpa.org/sites/default/files/resource-pdf/UNFPA%20General%20Conditions%20-%20De%20Minimis%20Contracts%20SP_0.pdf) and [French](http://www.unfpa.org/sites/default/files/resource-pdf/UNFPA%20General%20Conditions%20-%20De%20Minimis%20Contracts%20FR_0.pdf)