








Date: 28 May 2019


REQUEST FOR QUOTATION RFQ N° UNFPA/MDA/RFQ/2019/005– Board games

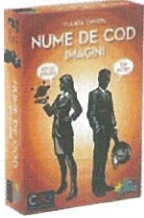
Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following items – board games for the Youth Centers network:

Item No.	Description / specifications of goods	Quantity
General technical qualification requirements: <ul style="list-style-type: none"> - The proposed items (games) should be originally produced by the authorized companies / publishing house; - Elements and games components should be made from nontoxic plastic, ecofriendly / recyclable materials; - Boards games will be used by the Youth Centers staff in organizes clubs and gamming sessions, also, the sets of games will be available for volunteers and visitors of the Center to be used, borrowed. Board games are perfect mean to be used in organizing the leisure time of young people in a safe and friendly environment. 		
Specific skills characteristic to be develop by use of the board games among young people		
Interactive board games focused on: <ul style="list-style-type: none"> - attention, speed and reaction time of the young people; - creativity skills, communication and vocabulary of the young people in certain areas; - strengthening competitiveness spirit and active involvement in the gamming process. 		
Item 1.	Game “5 Seconds”  <p>5 Second Rule is a multiplayer word game, which requires smartness and quick thinking to answer challenging questions. The 5 Second Rule game should have the following components: Playing Board; a 5 Second Timer; 6 Playing Pieces; Question Cards; Pass and Switch Cards; Instructions manual / rulebook in Romanian.</p>	45 (forty-five) units
Item 2.	Game “Time`s up Family”  <p>Time's Up! Family is a charades-based party game for teams of two or more players (and is best with teams of two). The “Time's Up! Family” game should have the following components: one 40-second timer; one transport bag; one scoring notepad; 220 cards (440 jobs, objects, and animals to find); Instructions manual / rulebook in Romanian.</p>	45 (forty-five) units

Item 3.	<p>Game "Dixit"</p> 	<p>Dixit is a card game, using a deck of cards illustrated with dreamlike images, players select cards that match a title suggested by the "storyteller", and attempt to guess which card the "storyteller" selected.</p> <p>The "Dixit" game should have the following components: 84 cards; Instructions manual / rulebook in Romanian.</p>	45 (forty-five) units
Item 4.	<p>Game "UNO"</p> 	<p>The UNO game is an interactive, multiplayers card game. The "UNO" game should have the following components: 108 card; Instructions manual / rulebook in Romanian.</p>	45 (forty-five) units
Item 5.	<p>Game "Azul"</p> 	<p>Azul is a tile drafting game where players attempt to build the most aesthetically pleasing pattern on the walls of the royal palace.</p> <p>The "Azul" game should have the following components: 100 Resin Tiles; 4 Player boards; 9 Factory displays; 4 Scoring markers; 1 Starting player marker (<i>cardboard in 1st edition, resin tile in later editions</i>); 1 Linen bag; Instructions manual / rulebook in Romanian.</p>	45 (forty-five) units
Item 6.	<p>Game "StoryLine; Fairy Tales"</p> 	<p>The StoryLine: Fairy Tales game is a collaborative storytelling game that encourages players to play cards to add to the story and embellish on them. The "StoryLine: Fairy Tales" game should have the following components: 30 Narrator Cards; 100 Illustrated Story Cards; 21 Tokens; Instructions manual / rulebook in Romanian.</p>	45 (forty-five) units
<p>Interactive board games focused on:</p> <ul style="list-style-type: none"> - critical thinking, engaging and deduction skills in economics and market development; - abilities on strategic partnership among participants and risk evaluation in different situations; - area control, resource management and negotiation skills for acquiring the proposed personal goal and result. 			
Item 7.	<p>Game "Sheriff of Nottingham"</p> 	<p>The Sheriff of Nottingham is a fun, engaging and deduction game for all where each player will have the chance to step into the shoes of the Sheriff himself. Other players, acting as Merchants will attempt to bring their goods into the city for profit.</p> <p>The "Sheriff of Nottingham" game should have the following components: 216 Goods cards; 110 Gold coins in four denominations; 1 Sheriff marker; 5 Merchant</p>	45 (forty-five) units

		Stands; 5 Merchant Bags; Instructions manual / rulebook in Romanian.	
Item 8.	Game "Catan"		15 (fifteen) units
	 <p>The Catan is a game about area control, resource management and negotiation. It is an award winning, multiplayer, dice rolling and hand management game. The "Catan" game should have the following components: 19 unique hexagonal terrain tiles; 6 coastal frame pieces; 9 extra harbor pieces; 20 wooden settlements; 16 wooden cities; 60 wooden roads; 95 resource cards; 25 development cards; 4 building costs cards; 2 special bonus cards; 18 number tokens; 2 six-sided dice; 1 wooden robber pawn; Instructions manual / rulebook in Romanian and almanac.</p>		
<p>Interactive board games focused on:</p> <ul style="list-style-type: none"> - roles play and analysis skills, social deduction of the situations; - skills on critical evaluation of the different circumstances and decision on own acts / doings; - debating competences, evidence based communication with peers and conflict resolution. 			
Item 9.	Game "Rezistance"		45 (forty-five) units
	 <p>The Resistance is a party game of social deduction. It is designed for five to ten players, lasts about 30 minutes, and has no player elimination. The "Rezistance" game should have the following components: 11 Character Cards (10 Characters and 1 Leader); 5 Team Cards; 20 Vote Cards (10 Approve and 10 Reject Cards); 10 Mission Cards (5 Success and 5 Failure Cards); 15 Plot Cards (Cards used in "The Plot Thickens" expansion); 6 Score Markers (3 Blue and 3 Red Markers); 1 Round Marker (Black disc); Score Tableau; Instructions manual / rulebook in Romanian.</p>		
Item 10.	Game "Sherlock"		45 (forty-five) units
	 <p>The <i>Sherlock 13</i>, is a strategic and deduction game, where the players take the role of a detective, trying to unmask the famous thief, who is among them in disguise. The "Sherlock" game should have the following components: 13 character cards; 4 players screens, clue sheets; Instructions manual / rulebook in Romanian.</p>		
Item 11.	Game "Bang"		45 (forty-five) units
	 <p>The Bang! is a hidden role board game with simple rules. Take out targets from afar, or fire to take out swathes of bad guys. The "Bang!" game should have the following components: 22 different types of cards in the draw deck; Instructions manual / rulebook in Romanian.</p>		

Item 12.		The "Name Code. Pictures" game should have the following components: 14 agent cards in two colors; 1 double agent card; 4 innocent bystander cards; 1 assassin card; 60 key cards; 1 card stand; 140 cards with 280 pictures; Instructions manual / rulebook in Romanian.	45 (forty-five) units
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Please take note of the following requirements and conditions pertaining to the provision of the abovementioned items:

Delivery Terms (INCOTERMS 2010)	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP <input checked="" type="checkbox"/> DAP
Delivery place	131, 31 August 1989 Street, MD-2012 Chisinau, Moldova (4 th floor, UNFPA Office)
Customs clearance, if needed, shall be done by:	<input type="checkbox"/> UNFPA <input checked="" type="checkbox"/> Supplier/Offeror <input type="checkbox"/> Freight Forwarder
Latest Expected Delivery Date	30 calendar days from the issuance of the Purchase Order (PO)
Preferred Currency of Quotation ¹	<input checked="" type="checkbox"/> USD <input type="checkbox"/> EUR <input type="checkbox"/> MDL
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
Payment Term	<input checked="" type="checkbox"/> 100% upon complete delivery of goods
Validity of Quotation	<input type="checkbox"/> 30 DAYS <input type="checkbox"/> 60 DAYS <input checked="" type="checkbox"/> 90 DAYS
Partial Quotes	<input checked="" type="checkbox"/> Permitted
Type of contract	Purchase Order
All documents shall be in:	English or Romanian
Technical Evaluation Criteria	<ul style="list-style-type: none"> • Full compliance of offered goods to the Technical Specifications and required quality standards; • The proposed items (games) should be originally produced by the authorized companies / publishing house; • Elements and games components should be made from nontoxic plastic, ecofriendly / recyclable materials. • Acceptability of the Delivery Terms and Payment Terms.

This Request for Quotation is open to all legally-constituted companies that can provide the requested products and have legal capacity to deliver in the Republic of Moldova, or through an authorized representative.

I. About UNFPA

UNFPA, the United Nations Population Fund (UNFPA), is an international development agency that works to deliver a world where every pregnancy is wanted, every child birth is safe and every young person's potential is fulfilled.

¹ Other currencies shall be converted into USD at the UN Operational Rate of Exchange on the day of competition deadline



UNFPA is the lead UN agency that expands the possibilities for women and young people to lead healthy sexual and reproductive lives. To read more about UNFPA, please go to: [UNFPA about us](#)

Objective:

The objective of the RFQ is to identify a supplier who can provide UNFPA with all the above mentioned products. The selected vendor is expected to provide such products, based on specific Purchase Orders submitted to the vendor.

II. Questions

Questions or requests for further clarifications should be submitted in writing to the contact person below:

Name of contact person at UNFPA:	Luminita Arama, Project Assistant
Tel N°:	+373 69824068
Email address of contact person:	arama@unfpa.org

The **deadline for submission of questions is Tuesday, 4 June 2019, 16:30 (Moldova local time)**. Questions will be answered in writing and shared with all parties as soon as possible after this deadline.

III. Content of quotations

Quotations should be submitted in a single e-mail whenever possible, depending on file size. Quotations must contain:

- a) Technical proposal, in response to the requirements outlined in the specifications should comply with:
 - The bidder shall submit the following documents:
 - i. Copy of Company's Registration Certificate;
 - ii. Company profile (short info up to 1 page) and list of clients;
 - iii. Detailed technical specifications of offered goods;
- b) Price quotation, to be submitted strictly in accordance with Price Quotation Form.

Both parts of the quotation must be signed by the company's relevant authority and submitted in PDF format.

IV. Instructions for submission

Proposals should be prepared based on the guidelines set forth in Section III above, along with a properly filled out and signed price quotation form, are to be sent by e-mail to the contact person indicated below **no later than: Monday, 10 June 2019, 23:59 (Moldova local time)**².

Name of contact person at UNFPA:	Alexandru Rusu, Administrative Associate
Email address of contact person:	moldova.office@unfpa.org

Please note the following guidelines for electronic submissions:

- The following reference must be included in the email subject line: **RFQ N° UNFPA/MDA/RFQ/2019/005 – Board Games**. Proposals that do not contain the correct email subject line may be overlooked by the procurement officer and therefore not considered.

² <http://www.timeanddate.com/worldclock/city.html?n=69>

- The total e-mail size may not exceed **20 MB (including e-mail body, encoded attachments and headers)**. Where the technical details are in large electronic files, it is recommended that these be sent separately before the deadline.

V. Overview of Evaluation Process

Quotations will be evaluated based on the compliance with the technical specifications and the total cost of the goods (price quote).

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated for technical compliance (pass/fail basis) prior to the comparison of price quotes.

VI. Award

UNFPA shall award a Purchase Order to the lowest priced bidder whose bid has been determined to be substantially compliant with the bidding documents.

VII. Right to Vary Requirements at Time of Award

UNFPA reserves the right at the time of award of Contract to increase or decrease by up to 20% the volume of goods specified in this RFQ without any change in unit prices or other terms and conditions.

VIII. Payment Terms

UNFPA payment terms are net 30 days upon receipt of shipping documents, invoice and other documentation required by the contract.

IX. Fraud and Corruption

UNFPA is committed to preventing, identifying, and addressing all acts of fraud against UNFPA, as well as against third parties involved in UNFPA activities. UNFPA's Policy regarding fraud and corruption is available here: [Fraud Policy](#). Submission of a proposal implies that the Bidder is aware of this policy.

Suppliers, their subsidiaries, agents, intermediaries and principals must cooperate with the UNFPA Office of Audit and Investigations Services as well as with any other oversight entity authorized by the Executive Director and with the UNFPA Ethics Advisor as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives agents and assignees of the vendor; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNFPA to repudiate and terminate the Agreement, and to debar and remove the supplier from UNFPA's list of registered suppliers.

A confidential Anti-Fraud Hotline is available to any Bidder to report suspicious fraudulent activities at [UNFPA Investigation Hotline](#).

X. Zero Tolerance

UNFPA has adopted a zero-tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to UNFPA personnel. Further details on this policy are available here: [Zero Tolerance Policy](#).

XI. RFQ Protest



Bidder(s) perceiving that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to the UNFPA Head of the Business Unit, Ms. Rita Columbia, UNFPA Representative at columbia@unfpa.org. Should the supplier be unsatisfied with the reply provided by the UNFPA Head of the Business Unit, the supplier may contact the Chief, Procurement Services Branch at procurement@unfpa.org.

XII. Disclaimer

Should any of the links in this RFQ document be unavailable or inaccessible for any reason, bidders can contact the Procurement Officer in charge of the procurement to request for them to share a PDF version of such document(s).

NAME, FUNCTIONAL TITLE:

Rita COLUMBIA, UNFPA Representative

Signature: 

DATE: 28.05.19



PRICE QUOTATION FORM

Name of Bidder:

Date of the quotation:

[Click here to enter a date.](#)

Request for quotation N°:

UNFPA/MDA/RFQ/2019/005 – Board games

Currency of quotation:

USD

Validity of quotation:

(The quotation shall be valid for a period of at least 3 months after the submission deadline.)

Price Quotation Form

Item	Product Name & Description	UOM	Unit Price	Number of Units	Total (USD)
1	Game "5 Seconds"	Each		45	
2	Game "Time's up Family"	Each		45	
3	Game "Dixit"	Each		15	
4	Game "UNO"	Each		45	
5	Game "Azul"	Each		45	
6	Game "StoryLine; Fairy Tales"	Each		45	
7	Game "Sheriff of Nottingham"	Each		45	
8	Game "Catan"	Each		15	
9	Game "Rezistance"	Each		45	
10	Game "Sherlock"	Each		45	
11	Game "Bang"	Each		45	
12	Game "Name Code. Pictures"	Each		45	
13	Delivery Charges based on the following 2010 Incoterm, to: DAP	Each		1	
	UNFPA Moldova, 131, 31 August 1989 Street, MD-2012 Chisinau, Moldova				
GRAND TOTAL					

Vendor's Comments:

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed UNFPA/MDA/RFQ/2019/005 – Board games 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](#), [Spanish](#) and [French](#)