

**Date:** 02/12/2022


**Request for Quotation No. UNFPA/MD/RFQ/24/2022**



Dear Sir/Madam,




We hereby solicit your quotation for the supply of the Visibility Items named below and their shipment to following warehouse location at **DAP – Chisinau, Moldova (Incoterms 2010)** delivery terms:



Vitra Building  
 Str. Industriala 5  
 Chisinau, Republic of Moldova,  
 Google map link:

<https://goo.gl/maps/nVN19BpARyve8Myy6>

#	Description of goods / services: Generic technical specifications for goods / ToR for services	Unit of measure	Quantity
<b>UNFPA Furniture</b>			
1	<p><b>Bedside Cabinets</b>            Movable basic patient bedside cabinet.            Mounted on 4 swivel castors, of which two with brake            Lower part: storage compartment with one fixed shelf, closed with door Upper part: drawer, lockable with key            One side rail handle allows for easy repositioning            Both castors with brake are mounted at the push-bar handle side            Drawers and cabinet have recessed finger grip-hold, leaving front entirely flat            Dimensions: 400*430*h790 mm. Executed from melamine board 18 mm, PVC edge 2 mm. Equipped with a door, a drawer with lock and a shelf inside. Color at the request of the contracting authority.</p> 	Units	50

2	<p><b>Cabinets for Scales</b>  Dimensions: (larger) <b>680*450*h790</b> mm. Executed from melamine board 18 mm, PVC edge 2 mm. Equipped with shelves. Mounted on 4 metal legs. Color at the request of the contracting authority.</p> 	Units	7
3	<p><b>Chairs</b>  Chair with metal frame - 20x20mm pipe, wall thickness 1.8 mm, painted with static paint (sagreni), in special ovens at temperatures high, with a padded seat and back (paralon — 30 mm and 50 mm) with ECO leather, metal color and ECO skin leather color at the request of the authority contracting (vanilla). Manufactured according to GOST 16371-93; GOST 19917-93.</p> 	Units	95
4	<p><b>Wardrobes</b>  Wardrobe with two compartments, with two hinged doors and 5 shelves, provided with a compartment for clothes hangers. Width – 800 mm, Depth – 350 mm, Height – 1900 mm. Executed from melamine board 18 mm, PVC edge 2 mm. Mounted on 4 metal legs. Color at the request of the contracting authority.</p>	Units	20

			
5	<p><b>Cabinet with shelves for files</b> Tall wooden cabinets: with two hinged doors in the lower part with 2 shelves inside and 3 open shelves. Width – 800 mm, Depth – 350 mm, Height – 1900 mm. Executed from melamine board 18 mm, PVC edge 2 mm. Mounted on 4 metal legs. Color at the request of the contracting authority.</p> 	Units	5
6	<p><b>Wardrobes for clothes hangers</b> Wardrobe with two compartments, with two hinged doors with locks and access keys. With 2 compartments for clothes hangers. Width – 800 mm, Depth – 350 mm, Height – 1900 mm. Executed from melamine board 18 mm, PVC edge 2 mm. Mounted on 4 metal legs. Color at the request of the contracting authority.</p>	Units	20
7	<p><b>Office tables</b> Dimensions: 1300*700*750 mm. Executed from melamine board 18 mm, PVC edge 2 mm, color at the request of the contracting authority. wooden structure+steel frame/leg, with ABS cable box to pass electronic angles, Include rotated block of 3 drawer .</p> 	Units	8
8	<b>Office armchairs</b>	Units	8

	<p>Seat and backrest follow the movements of the user synchronously thus ensuring the correct seated posture. Infinite adjustment of the backrest counter pressure by means of side tension control, for body weight of approximately 125kg. Seat depth adjustment (5.0cm) by means of sliding seat (can be locked in five positions) Seat tilt adjustment (-1 or -4 degrees)</p> <p>Armrests, High backrest, breathable, dampness regulative mesh material made of 100% Polyester, Base type F aluminum die cast 70cm black (RAL 9011) or optionally against surcharge, Type F, polished aluminum die cast 70cm.</p> 		
9	<p><b>Inox table</b>  Worktable stainless Overall stainless steel  Manufactured in High Grade Stainless Steel  High Grade Welded and Polished  With reinforce bar, which give the table strong enough to support heavy things. Top shelf without raised edges, creates entirely flat work surface Lower shelf with fully flat surface, is fixed to the table frame right above the swivel castors  Materials: High resistance to corrosion (tropical environment) Frame and tray: Austenitic stainless steel 18/10 Feet Adjustable 20-25mm Two layer  Size- 1200X600X890mm</p>	Units	5
10	<p><b>Refrigerator 200 L</b>  At least 160 cm Height  The total useful volume at least 200 L</p> 	Units	4



The goods are to be delivered maximum in **15 calendar days** upon issuing of PO. The quotation shall be valid at least for 90 days after the RFQ closing date.

**Note: The transportation cost should be included in the total price of the quotation. Partial bids will be accepted.**

If you are interested in submitting a quotation for these items, kindly fill in the attached Quotation Form and send by email to the address indicated below:

Email: [tender.mda@unfpa.org](mailto:tender.mda@unfpa.org)

Please submit your quotation in MDL or USD currency. Conversion of currency into the UNFPA preferred currency, if the offer is quoted differently from what is required, shall be based only on [UN Operational Exchange Rate](https://treasury.un.org/operationalrates/OperationalRates.php) (<https://treasury.un.org/operationalrates/OperationalRates.php>) prevailing at the time of competition deadline.

Your earliest response to this query would be highly appreciated, but not later than **06/12/2022, 16:30 (GMT +3, Moldova Local Time)**.

Note: Current UNFPA supplier policies apply to this solicitation and can be found at: <http://www.unfpa.org/suppliers>.

**Qualification Criteria:**

- Full acceptance of the PO/Contract General Terms and Conditions
- Maximum delivery period not to exceed 15 calendar days upon signature of contract/ Issuance of PO

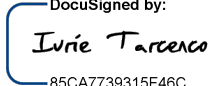
**Evaluation method:**

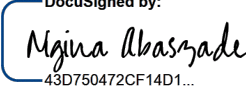
- Lowest priced offer that is substantially responsive to the requirements of the RFQ

**Conditions for Release of Payment:**

- Passing Inspection
- Written Acceptance of Goods based on full compliance with RFQ requirements

Best regards,

Prepared by:   
Tarcenco Iurie/ Procurement Analyst  
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Email: [tarcenco@unfpa.org](mailto:tarcenco@unfpa.org)

Approved by:   
Nigina Abaszade  
Resident Representative  
UNFPA Moldova

## Quotation Form

**Name of Bidder:** \_\_\_\_\_  
**Date of Bid:** \_\_\_\_\_  
**Request for Quotation No:** \_\_\_\_\_  
**Currency of Bid price:** \_\_\_\_\_  
**Delivery time (from receipt of order till dispatch):** \_\_\_\_\_  
**Expiration of Validity of Quotation** *(The quotation shall be valid for a period of at least 90 days after the Closing date.)*

**Price Schedule:**

Item No.	Quantity	Unit Price (Currency)	Total DAP, Chisinau (Currency)	Delivery schedule
Bedside Cabinets	50			(days)
Cabinets for Scales	7			(days)
Chairs	95			(days)
Wardrobes	20			(days)
Cabinet with drawers and shelves for files	5			(days)
Wardrobes for clothes hangers	20			(days)
Office tables	8			(days)
Office armchairs	8			(days)
Inox table	5			(days)
Refrigerator 200 L	4			(days)

**In your offer, please include the following (mandatory documents):**

1. Detailed technical description of the offered goods, or product catalogue/leaflet, with detailed technical specifications as detailed in RFQ. Photos of the device product and packaging (preferably in a format where the dimensions and features can be visually verified)
2. Quality standard of the products (Quality Certificates (ISO, EC etc.)):
3. Company registration documents
4. Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;



*Vendor's Comments:*

**I hereby certify that this company, which I am duly authorized to sign for, accepts the terms and conditions of UNFPA (<http://www.unfpa.org/resources/unfpa-general-conditions-contract> ) and we will abide by this quotation until it expires.**

\_\_\_\_\_  
**Name and title**

\_\_\_\_\_  
**Date and Place**