**PRICE QUOTATION FORM**

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| **Name of Bidder:** |  |
| **Date of the quotation:** | Click here to enter a date. |
| **Request for quotation Nº:** | **UNFPA/MDA/RFQ/2022/008** |
| **Currency of quotation :** | USD |
| **Delivery charges based on the following 2020 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 and all taxes**, since UNFPA is exempt from taxes.

***Note: You may add as many lines as required***

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| Item | Description | Unit of measure (ex. day, hour, person etc.) | Quantity | Unit rate, USD | Sub-total, USD |
| **Deliverable 1. Organization of the event with business companies celebrating/presenting the results of creating a youth-friendly workplace for young specialists from VET** as per the ToR | | | | | |
| 1.1. | **Organize the event**with business companies on creating a youth-friendly workplace for young specialists from VETto celebrate the success of business companies that have managed to create a friendly environment for their employees and a good platform for sharing best experiences - approximately 2 hours duration for up to 40 persons; |  |  |  |  |
| 1.2. | **Ensure logistics for the offline event:** moderator with experience in moderating business events. Rent of venue in the Chisinau downtown, with parking lots. Rent of audio-visual services (PA system with five wireless microphones), one projector with screen. The venue should have a comfortable dedicated space for the speakers and moderator. Also required printed nametags for the speakers, chairs for the attendees of the event (up to 40 persons), jars of water and cups for each table, air-conditioning system and a Wi-Fi Internet connection. |  |  |  |  |
| 1.3. | **Catering** - fourchette type: will include a buffet with snacks choices, including meat, fish, potatoes, rice, fresh vegetables, tea, coffee, soft drinks and water for up to 40 people |  |  |  |  |
| 1.4. | **Interpretation:**Simultaneous interpretation from Romanian and Russian into English and vice-versa, rental of the equipment if necessary |  |  |  |  |
| 1.5. | **Travel costs reimbursement services:** reimbursement of transportation costs, as per tickets or official cost table. |  |  |  |  |
| 1.6. | Develop design and print 9 certificates for 9 business companies (Description: A4, 4+0, 250 gr, matte), inclusive procurement of 9 photo frames for the certificates (if applicable). |  |  |  |  |
| 1.7. | Develop visibility materials:   * 50 branded thermos cups. Description: doubled-walled travel mug made of stainless steel on the inside and outside, coloured screw able plastic lid with drinking opening, coloured rubber ring for a better grip and rubberized stand for good surface adhesion, approx. 380 ml capacity. * 50 cotton bags. Cotton shoping bag, reusable with long handle 95g/m2 ; Size 370x410 mm; Item to be printed 4+0, A4 format: logo project & graphic element + text; colour - black \*mandatory to provide a sample of the fabric. |  |  |  |  |
| 1.8. | Develop 5 social media cards pre and post event in English (for Twitter) and Romanian (for Facebook); |  |  |  |  |
| **Total Deliverable #1** | | | | |  |
| **Deliverable 2. Training of Trainers on life-skills education for teachers from VET system** as per the ToR | | | | | |
| 2.1. | Accommodation in the Hotel 4\* (Chisinau) of up to 12 persons in Single Rooms with breakfast included (4 nights/timeframe: 08 – 12 august 2022 / 4 nights for 12 persons (the number will be coordinated); |  |  |  |  |
| 2.2. | Conference Room with comfortable seats and tables for up to 21 persons, equipped with air-conditioning system and Wi-Fi Internet connection; U shape arrangement of the room with possibility to adjustment; |  |  |  |  |
| 2.3. | Equipment: video projector, 2 flipchart tables, one laptop and screen in the conference room, audio boxes; |  |  |  |  |
| 2.4. | Still/sparkling water in 0,5 l bottles, in the Conference Room. Re-usable water jugs and glass cups are available in the conference room throughout the event days. 2 bottles x 21 participants x 5 days; |  |  |  |  |
| 2.5. | Welcome Coffee break (in first day) should include tea, coffee, milk, sugar, sandwich/bruschetta or assortment of pies sweet and sweet pastries (‘placinte’) for 21 participants; |  |  |  |  |
| 2.6. | Coffee break: should include a minimum of tea, coffee, milk, sugar, 2 types of sweet cake (muffins, chocolate, etc.), seasonal fruits - 2 types for 21 participants; 8 coffee breaks during the 5 days ToT for 21 participants; |  |  |  |  |
| 2.7. | Lunch should include minimum of first course (soup), second course (meat, garnish), fresh vegetables, salad, and bread, dessert (fruits), mineral water or juice. 1 lunch x 5 days x 21 participants; |  |  |  |  |
| 2.8. | Dinner should include entry salad, main course chicken/ beef/fish + side dish and one glass of fruit juice and desert for 12 participants x 4 days; |  |  |  |  |
| 2.9. | Materials/printing services: folder, pen, nametags for each participant, informative print materials etc. |  |  |  |  |
| 2.10. | Travel costs reimbursement services. Reimbursement of transportation costs, as per tickets or official cost table. |  |  |  |  |
| 2.11. | Develop design and print certificates for 16 participants Description: A4, 4+0, 250 gr, matte. |  |  |  |  |
| 2.12 | Printing training materials for participants (according to agenda) |  |  |  |  |
| **Total Deliverable #2** | | | | |  |
| ***Total Contract Price*** | | | | | **$** |

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/MDA/RFQ/2022/008 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.

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