**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/2022/015 |
| **Currency of quotation:** | USD |
| **Delivery charges based on the following 2020 Incoterm:** | Choose an item. |
| **Validity of quotation:**  *(The quotation shall be valid for a period of at least 3 months after the submission deadline.)* | |

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

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| Item | Description | Unit of measure | Quantity | Unit price, MDL | Total, MDL |
| **1** | Accommodation, 1 night, 32 people, single room, 28-29 July 2022.  Note: In case there are no 32 single rooms, please provide a minimum of 10 SNG and 11 DBL | room | 32 |  |  |
| **2** | **Small Conference Room for up to 20 people** with comfortable seats and tables, equipped with air-condition system and Wi-Fi Internet connection, cluster type of table arrangements | day | 2 (one for 28 July and one for 29 July) |  |  |
| **3** | **Large Conference Room for up to 40 people** with comfortable seats and tables, equipped with air-condition system and Wi-Fi Internet connection, cluster type of table arrangements | day | 2 (one for 28 July and one for 29 July) |  |  |
| **4** | **Equipment** in the Large Conference Room:   * Laptop * Video projector * Screen * 3 Flipcharts, markers * Microphones and audio systems | set | 2 (one for 28 July and one for 29 July) |  |  |
|  | **Equipment** in the Small Conference Room:   * Laptop * Video projector * Screen * 3 Flipcharts, markers * Microphones and audio systems | set | 2 (one for 28 July and one for 29 July) |  |  |
| **6** | **Still water in 0,5 l bottles.** Reusable water jugs and glass cups must be available throughout the event. | bottle | 128 |  |  |
| **7** | **Coffee breaks** (2 per day x 2 days x 32 people) to be served close to the Conference Room and should include a minimum of:   * Tea & Coffee with milk/cream; * 3 types of non-sweet pies; * seasonal fruits. | Coffee break | 128 |  |  |
| **8** | Lunch (1 per day x 2 days x 32 people) to be served in the same building with the Conference Room or close to it and should include a minimum of:   * First course (soup, etc.) * Main dishes (meat/ fish, vegetables/salad, garnish) * Water & fruit juice * 1 type of dessert * Coffee with milk/cream and tea | lunch | 64 |  |  |
| **9** | Dinner (1 per day x 2 days x 32 people) to be served in the same building with the Conference Room or close to it and should include a minimum of:   * Meat / fish, vegetables / salad, garnish) * Water & fruit juice * 1 type of dessert * Coffee with milk/cream and tea | dinner | 32 |  |  |
| ***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 UNFPA/MDA/RFQ/2022/015 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 | |