**PRICE QUOTATION FORM**

|  |  |
| --- | --- |
| **Name of Bidder:** |  |
| **Date of the quotation:** | Click here to enter a date. |
| **Request for quotation Nº:** | **UNFPA/MDA/RFQ/2022/16** |
| **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***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item | Description | Unit of measure (ex. day, hour, person etc.) | Quantity | Unit rate, USD | Sub-total, USD |
| **Deliverable 1. Organize team building and learning for young girls from two VET institutions, part of the pilot initiative of the menstruation monitoring watch – IMMI** as per the ToR | | | | | |
| 1.1. | Organize the event will involve a specialist in youth health and an influencer to create a girls-friendly environment and to continue conducting the IMMI initiative by engaging the participants to learn more about their health and well-being. An influencer would share her own experience on reproductive health topics. The event will have approximately 2 hours duration for ~130 girls from two VET institutions: the Center for Excellence in Light Industry and the Vocational School No. 2. |  |  |  |  |
| 1.2. | Ensure logistics for the offline event**:** an influencer with experience in moderating workshop events. Rent of venue in the Chisinau downtown. 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 speaker/s and moderator. Also are required printed nametags for the speakers, chairs for the attendees of the event (up to 130 persons), jars of water and cups for each table, air-conditioning system and a Wi-Fi Internet connection, arrangement of the room with the possibility to adjustment. |  |  |  |  |
| 1.3. | Catering for offline events**-** fourchette type: will include a buffet with snacks choices, sweet and sweet pastries ('placinte'), 2 types of sweet cake (muffins, chocolate, etc.), seasonal fruits - 2 types, tea, coffee, soft drinks and water for up to 130 participants.  Still/sparkling water in 0,5 l bottles, in the Conference Room. Reusable water jugs and glass cups are available in the conference room throughout the event |  |  |  |  |
| 1.4. | Interpretation: simultaneous interpretation from Romanian and Russian into English and, vice-versa, rental of the equipment if necessary. |  |  |  |  |
| 1.5. | Foto services: will ensure the foto services during the event – 2 hours |  |  |  |  |
| **Total Deliverable 1** | | | | |  |
| **Deliverable 2. Two one-day workshops with 16 national trainers on life-skills education within the VET project**as per the ToR | | | | | |
| 2.1. | Still/sparkling water in 0,5 l bottles,in the Meeting Room. Reusable water jugs and glass cups are available in the meeting room throughout the event. |  |  |  |  |
| 2.2. | Catering service fourchette type: should include tea, coffee, milk, sugar, sandwich/bruschetta or an assortment of pies, sweet and sweet pastries ('placinte'), seasonal fruits - 2 types for up to 21 participants X 2 events. |  |  |  |  |
| 2.3. | Travel costs reimbursement services: reimbursement of transportation costs, as per tickets or official cost table |  |  |  |  |
| **Total Deliverable 2** | | | | |  |
| **Deliverable 3. Design, Layout, Printing, and Production of Promo Products for Network of VET Youth Peer Educators on Life Skills**as per the ToR | | | | | |
| 3.1 | Printing the Romanian and Russian versions of "The peer educator's guide".  Characteristics:  Format: A5; number of text colors: 4; number of cover colors: 4 + 0; number of pages’ text: 100 (A5); paper: offset 80g / m2; soft cardboard cover  220 g / m.p. laminated on one side.  **QTY:** 100 units Romanian version and 30 units Russian version |  |  |  |  |
| 3.2 | Develop visibility materials:   * **T-shirt.**   Characteristics: Cotton t-shirt 180 g/m², 100% cotton; Colour: black; Item to be printed: logo project (150mm x 120 mm) + front graphic element (250×300 mm);  *\*mandatory to provide a sample of the fabric.* **QTY:** 100 pcs (M: 45 pcs.;L: 40 pcs.;XL: 15 pcs).;   * **Cotton** **sweatshirt**   Characteristics: Fabric at least 80% cotton; Weight: 280 g/m²; brushed inside, double fabric hood, kangaroo pocket, wide rib cuffs, and waistband with elastin; Item to be printed: project logo + graphic element (250 mm x 200 mm).  *\*mandatory to provide a sample of the fabric*. **QTY:** 85 pcs (M: 45 pcs.; L: 40 pcs.).;   * **Cotton bag.**   Characteristics: reusable, jute fabric (240 g/m2) with a handle 65 cm long and a front pocket of 100% cotton 140 g/m2; 370x 410x100. Print size: 150 x 200, 4+0 with logos & slogan.  *\*mandatory to provide a sample of the item.* **QTY:** 200 pcs. |  |  |  |  |
| 3.3 | Develop design and print stickers and wall stickers to ensure the visibility of the project:   * **Stickers**   Characteristics: for phones / laptops / tablets, branded with logo for mobiles/tablets; Thin & flexible; Residue-free removal; various shapes. Printed size: 5cm x 5cm. **QTY:** 200 pcs.   * **Wall stickers**   Characteristics: for different types of surfaces, for visibility  purposes; Residue-free removal;  Material Type: Vinyl; Size: 125mm x75mm  Printed item: color, 4+0, graphic element & project logos. **QTY:** 100 pcs |  |  |  |  |
| **Total Deliverable 3** | | | | |  |
|  | | | | |  |
| ***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.

|  |  |  |
| --- | --- | --- |
|  | 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)