REQUEST FOR QUOTATION
RFQ Nº UNFPA/MDA/RFQ/2022/011

Date: 17 May 2022

Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following service:

“Logistics and event management services and development of visibility materials for the Steering Committee Meeting of the Cervical Cancer Prevention in Moldova Project”

as per the Terms of Reference (ToR) presented below.

UNFPA requires the provision of the following services: Logistics and event management services for the organization of the Steering Committee Meeting of the Cervical Cancer Prevention in Moldova Project, as well as development of visibility materials related to cervical cancer prevention campaign to be used during the mentioned meeting and planned cervical cancer prevention activities for 2022-2023 period.

This Request for Quotation is open to all legally-constituted companies that can provide the requested services and have legal capacity to deliver/perform 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.

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

II. Service Requirements/Terms of Reference (ToR)

| UNFPA Strategic Plan 2018 – 2022 Outcome | The people of Moldova, in particular, the most vulnerable, demand and benefit from democratic, transparent and accountable governance, gender sensitive, human rights- and evidence-based public policies, equitable services, and efficient, effective and responsive public institutions. |
| UNDAF Outcome | The people of Moldova, in particular the most vulnerable, demand and benefit from gender-sensitive and human rights-based, inclusive, effective and equitable education, health and social policies and services. |
| UNFPA Country Programme Output | Enhanced health system capacity to develop and implement policies and programmes at all levels that ensure equal access to high quality sexual and reproductive health and reproductive rights services, including commodities by those women, adolescents and youths left further behind, including in humanitarian settings. |
1. BACKGROUND

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA has been active in the Republic of Moldova since 1995, and among other priorities has been actively engaged in supporting the Government's efforts to implement an effective cervical screening programme and strengthening national capacities on cervical cancer prevention, taking into account that cervical cancer remains one of the major public health issues, both at the international and national level. At the country level, over 4200 women are currently diagnosed with cervical cancer, whilst many of them have never accessed the cervical screening services. Every 2-3 days a woman in Moldova dies from cervical cancer, most of them being of working age, which implies an urgent need of actions aimed towards prevention, but also early detection and treatment of this disease.

The United Nations Population Fund (UNFPA), in cooperation with the Swiss Agency for Development and Cooperation / Swiss Cooperation Office in the Republic of Moldova (SDC), as well as with support of the International Cervical Cancer Prevention Association (ICCPA), World Health Organization (WHO), and other partners (the government of Japan and RoAid) supports the needs of the Government of the Republic of Moldova in implementing an effective cervical cancer prevention program through the Cervical Cancer Prevention in Moldova Project. The Project was launched in 2017 aiming at supporting the national government's efforts in increasing the access and improving the quality of reproductive health services, enhancing the national health system capacity to develop and implement policies and programmes at all levels that ensure equal access to high quality care, including cervical screening.

In the last years, a series of interventions were supported at the national level in the field of cervical screening and cervical cancer prevention, including: establishment of the Cervical Screening Coordination Unit and the National Referral Colposcopy Centre at the Mother and Child Institute; development and approval of the Standard for organizing and functioning of the cervical screening services in the Republic of Moldova; development in line with international recommendation of training curricula for cervical screening (for family doctors and health professionals in cytology, histopathology and colposcopy), with its further integration into the education program of medical education institutions; capacity building in cervical screening in line with international recommendations of the health professionals from different levels of healthcare (Primary Health Care staff, as well as cytologists, histopathologists, colposcopists); purchasing and installing medical equipment in histopathology laboratory of the Mother and Child Institute and in the Morphopathology Department of the Republican Clinical Hospital; also endowment with laboratory equipment of Cytology Laboratory from the Republican Clinical Diagnostic Centre; as well modern colposcopy equipment was purchased for the National Referral Colposcopy Centre; purchased 10 gynecological examination simulators distributed to all medical education institutions (university and colleges from all over the country ) - used including for development of practical skills of medical personnel for taking quality cervical smears at the
PHC level in the framework of cervical screening; conducted KAP Survey and developed Communication Strategy on Cervical Cancer Prevention, as well as further implementation of cervical cancer prevention communication campaign launched in January 2020 “Stay healthy! Do the PAP test!” aiming to increase awareness of the population target group on the importance of cervical screening and also to increase the demand for cervical cancer prevention services.

2. PURPOSE OF THE ASSIGNMENT

UNFPA Moldova Country Office is looking to contract a local Company with the purpose to provide logistics and event management services for the organization of the Steering Committee Meeting of the Cervical Cancer Prevention in Moldova Project, as well as for the development of visibility materials related to cervical cancer prevention campaign to be used during the mentioned meeting and for cervical cancer prevention activities planned for 2002-2023 period.

3. OBJECTIVES OF THE ASSIGNMENT

To provide necessary technical and logistical support in organizing the Steering Committee Meeting of the Cervical Cancer Prevention in Moldova Project and develop visibility materials related to cervical cancer prevention campaign.

4. ACTIVITIES

In order to accomplish the above mentioned objectives, the contracted Company will have to perform the following activities:

Activity 1. Organization of the Steering Committee Meeting

The Steering Committee Meeting is the last official event organized within the Cervical Cancer Prevention in Moldova Project. All Project partners will be invited to discuss the main results registered during 2017 – 2022 implementation period and to present the plans for the future activities. This event is planned to be organized in the premises of the Ministry of Health, on 16 June 2022 in a hybrid format to ensure the participation of all members of the Steering Committee. Maximum number of participants: 20 persons. Duration of event – up to 2 hours.

Activity 2. Design and printing of project factsheet

The contracted Company is expected to develop a factsheet of the Cervical Cancer Prevention in Moldova Project based on the information provided by the UNFPA. It will comprise the major results registered during the implementation of the Project in the period of 2017 – 2022. The material will be eye catching, brief, summarizing all results in an attractive manner. The printed factsheets will be presented during the Steering Committee Meeting and distributed among potential donors.

Activity 3. Development of social media cards

The developed social media cards will be used to widely distribute project relevant information, increasing awareness and demand for cervical screening services. The cards will be developed based on the information submitted by the UNFPA.
Activity 4. Development of visibility materials

Visibility/propaganda materials play an important role in disseminating communication messages among different groups: medical specialists, young volunteers, target population. Samples of developed materials will be distributed to the members of the Steering Committee. All materials are related to cervical cancer prevention and will be used during the cervical cancer prevention activities planned for 2022 and beyond.

### 5. DELIVERABLES AND TIMEFRAME

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Description of services / technical specifications</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Organization of the Steering Committee Meeting</td>
<td>1.1. Logistical arrangements for the hybrid format event: Zoom link for 2 hours, co-hosting and solving all technical issues during the event, including video recording services; 1.2. Interpretation: simultaneous interpretation services (RO-EN-RO) for two hours; translation equipment, including headphones; 1.3. Other necessary equipment: two laptops, one video camera to be used for the online broadcasting and ensure the visualization of participants and presentations; 1.4. Catering services: 1 coffee break for 20 persons: bottled still/mineral water, buffet with snack choices (sweet and salty), tea and coffee.</td>
<td>15 June 2022</td>
</tr>
<tr>
<td>2 Design and printing of project factsheet</td>
<td>2.1. Design of the project factsheet developed using information provided by the UNFPA 2.2. Printing of factsheets: Specifications: A4 format, folded, 4+4 color &amp; double-sided printing; paper density 150 gr, glossy. Quantity: 200 pcs.</td>
<td>15 June 2022</td>
</tr>
<tr>
<td>3 Development of social media cards</td>
<td>Design 5 social media cards in Romanian for Facebook using information provided by the UNFPA</td>
<td>15 June 2022</td>
</tr>
<tr>
<td>4 Development of visibility materials for cervical cancer prevention communication campaign</td>
<td>4.1. Badges as turquoise ribbon used for raising awareness during cervical cancer prevention campaign. Specifications: dimension: 25 mm height, 15 mm width, 1 mm thick; material: inox (stainless steel), cut on the contour; print color: turquoise; fastening system: pin. Quantity: 500 Symbol pic</td>
<td>15 June 2022</td>
</tr>
</tbody>
</table>
4.2. **Tote bags** with the printed cervical cancer prevention logo.

**Specifications**: linen fabric; dimensions:
- Bag: 40 cm height x 35 cm width
- Sides and bottom: 8 cm
- Handle – 60 cm.

Imprint area: cervical cancer prevention logo; A4 format, one side (20 x 20 cm); color: turquoise and black.

**Quantity**: 300

Symbol pic

4.3. **T-shirts** with the printed cervical cancer prevention logo.

**Specifications**: 100% cotton, 150g/m2; unisex; color of t-shirts: turquoise.

Imprint area: cervical cancer prevention logo; A5 format, applied on the front left (15 x 10 cm); colour: white.

Sizes: S – 75; M – 75; L – 50.

**Quantity**: 200

Symbol pic
4.4. **Planners** with the printed cervical cancer prevention logo.

**Specifications:** A5 format, hardcover, 120 pages

**Imprint area:**
- Front cover: Cervical cancer prevention logo; 10 x 7 cm; + [www.paptest.md](http://www.paptest.md)
- Color: turquoise and black.
- Back cover: One sentence and 5 logos; 10 x 7 cm (Campania națională pentru prevenirea cancerului de col uterin „Păstrează sănătatea. Fă testul citologic!” este desfășurată sub egida Ministerului Sănătății și susținută de Fondul Națiunilor Unite pentru Populație (UNFPA), Agenția Elvețiană pentru Dezvoltare și Cooperare (SDC), Agenția de Cooperare Internațională pentru Dezvoltare (RoAid), în colaborare cu alți parteneri de dezvoltare). Multiple colors.

**Quantity:** 450

**Symbol pic**

4.5. **Pens** with the printed cervical cancer prevention logo.

**Specifications:** white plastic barrel / metal clip. Slim ballpoint pen with metal clip and metal push button. Blue writing color.
4.6. **Glass bottles** with the printed cervical cancer prevention logo.

**Specifications:** reusable, transparent with carrying strap on the cap; Size $\varnothing$ 57 x 190 mm; 400ml / 500 ml. Fabric cover with printed logo.

**Imprint area:** Cervical cancer prevention logo; Color: turquoise and black.

**Quantity:** 500

4.7. **USB3 memory stick** with the printed cervical cancer prevention logo. Information provided by the UNFPA should be copied on all sticks.

**Specifications:** high speed USB 3.0 performance; memory storage 128 GB; white plastic casing;

**Imprint area:** Cervical cancer prevention logo; Color: turquoise and black.

**Quantity:** 65

4.8. **Medical gown** with the printed cervical cancer prevention logo.

**Specifications:** white color, cotton/polyester, long sleeves;

**Imprint area:** Cervical cancer prevention logo printed on the left side;
<table>
<thead>
<tr>
<th><strong>Quantity:</strong> for women: size 48 – 15 pcs; size 50 – 15 pcs, size 52 – 15 pcs, size 42 – 5 pcs, size 44 – 15 pcs; for men: size 54 – 3 pcs (total – 58 pcs)</th>
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<tr>
<td><strong>Symbol pic</strong></td>
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</table>

**4.9. Volumetric symbol**

- **Specifications:** turquoise ribbon with white and black letters on both sides, fixed on metal platform.
- **Letters:** Păstrează sănătatea (white) Fă testul citologic (black) / Береги здоровье (white) Пройди цитологический анализ (black)
- **Quantity:** 1 piece

**Symbol pic**

**Note:** all produced materials (excluding the volumetric symbol that shall be delivered to the UN House) shall be delivered and unloaded at the following address: Burebista 39, Street, Chisinau (Mother and Child Institute).
UNFPA will contract a PR & Media Company with experience in communication to support organization of the Steering Committee Meeting of the Cervical Cancer Prevention in Moldova Project and develop visibility materials for cervical cancer prevention activities.

Organizational settings: the Company will work under the direct supervision of the UNFPA Moldova Country Office. The Company is responsible for delivering qualitative and prompt results to accomplish the objectives of this ToR.

7. **TIMING (DURATION OF WORK)**

The assignment will be conducted in the following period: from the date the contract enters into force until 30 June 2022. Deliverables will be submitted in accordance with the provisions of p.5 Deliverables and Timeframe of the present ToR.

8. **PAYMENT CONDITIONS**

Contracted Company will be paid a fixed lump sum for the provision of services and payment will be made in one installment upon submission and approval of the stipulated in the Terms of Reference deliverables and certification by the UNFPA Moldova Country Office appointed staff of their successful performance.

9. **PROPERTY RIGHTS**

The United Nations Population Fund (UNFPA) will have the ownership of all deliverables produced during the respective assignment, and may use them for further purposes other than provided in this ToR.
III. Questions
Questions or requests for further clarifications should be submitted in writing to the contact person below:

<table>
<thead>
<tr>
<th>Name of contact person at UNFPA:</th>
<th>Alexandru Rusu, Administrative Associate / Procurement Focal Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email address of contact person:</td>
<td><a href="mailto:rusu@unfpa.org">rusu@unfpa.org</a></td>
</tr>
</tbody>
</table>

The deadline for submission of questions is Tuesday, 24 May 2022, 16:30 (Moldova local time). Questions will be answered in writing and shared with parties as soon as possible after this deadline.

IV. Eligible Bidders
This Request for Quotation is open to all eligible bidders; to be considered an eligible bidder for this solicitation process you must comply with the following:

- A bidder must be a legally-constituted company that can provide the requested services and have legal capacity to enter into a contract with UNFPA to perform in the country, or through an authorized representative.
- A bidder must not have a conflict of interest regarding the solicitation process or with the TORs / Technical Specifications. Bidders found to have a conflict of interest shall be disqualified.
- At the time of Bid submission, the bidder, including any JV/Consortium members, is not under procurement prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and has not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group.
- Bidders must adhere to the UN Supplier Code of Conduct, which may be found by clicking on UN Supplier Code of Conduct.

V. 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 service requirements / TORs. Technical proposal shall include:
   - Description of proposed approach to meet the objectives / deliverables as per the ToR, including suggestions on innovative, out of the box communication activities and visibility products;
   - Work plan / time scales given in the proposal and its adequacy to meet the objectives / deliverables as per the ToR.
   - Copy of organization’s registration certificate.
   - Organization’s profile including experience in similar assignments by outlining the capacity of the organization to provide complex event management services and PR and media services.
   - Statement of Satisfactory Performance or Letters of Recommendations from minimum 2 (two) clients or business partners obtained in the last three years.
   - Resumes (CVs) of the Key Personnel comprising information requested as per the evaluation criteria.

b) Price quotation in USD (exclusive of VAT), to be submitted strictly in accordance with the Price Quotation Form.
VI. Instructions for submission

Proposals should be prepared based on the guidelines set forth in Section IV 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 Tuesday, 31 May 2022, 16:30 (Moldova local time)\(^1\).

<table>
<thead>
<tr>
<th>Name of contact person at UNFPA:</th>
<th>Violeta Mihailova, Designated Bid Receiver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email address of contact person:</td>
<td><a href="mailto:tender.mda@unfpa.org">tender.mda@unfpa.org</a></td>
</tr>
</tbody>
</table>

Please note the following guidelines for electronic submissions:

- The following reference must be included in the email subject line:
  - UNFPA/MDA/RFQ/2022/011 – [Company name], Technical Bid
  - UNFPA/MDA/RFQ/2022/011 – [Company name], Financial Bid

Submissions without this text in the email subject line may be rejected or overlooked and therefore not considered.

- It is the Bidder’s responsibility to assure compliance with the submission process. If the envelopes or emails are not marked / submitted per the instructions, UNFPA will neither assume responsibility for the bid’s misplacement or premature opening nor guarantee the confidentiality of the Bid process. Incorrect submissions might result in your Bid being declared invalid.

- The total email size may not exceed 20 MB (including email 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.

Any quotation submitted will be regarded as an offer by the bidder and does not constitute or imply the acceptance of any quotation by UNFPA. UNFPA is under no obligation to award a contract to any bidder as a result of this RFQ.

VII. Overview of Evaluation Process

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated and scored first, prior to the evaluation and scoring of price quotations.

Technical Evaluation

Technical proposals will be evaluated based on their responsiveness to the service requirements /TORs listed in Section II and in accordance with the evaluation criteria below.

### Criteria

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<tbody>
<tr>
<td>1. Technical approach and level of understanding of the objectives of the ToR</td>
<td>100</td>
<td></td>
<td>20%</td>
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</tr>
<tr>
<td>2. Work plan/time scales given in the proposal and its adequacy to meet the objectives of the ToR</td>
<td>100</td>
<td></td>
<td>10%</td>
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</tbody>
</table>
| 3. Professional experience of the staff at least 3 years of experience in social media, marketing and public engagement.  
   - Proposed team structure and roles are well defined and meet the requirements of the ToR and has the necessary capacity to achieve the results of the proposed assignment (30 pts);  
   - Creative and professional PR specialist, videographer, event-management / logistical support team etc. (55 pts);  
   - Language qualifications: proficiency in Romanian and Russian (15 pts). | 100                |                               | 20%            |                             |
| 4. General profile of the company:  
   - General organization’s reputation and expertise in areas of media, marketing and public engagement campaigns (30 pts);  
   - A minimum of 3 years of relevant experience (30 pts);  
   - Previous proven experience in organizing and conducting similar assignments (40 pts). | 100                |                               | 20%            |                             |
| 5. Specific experience and expertise relevant to the assignment:  
   - Demonstrated experience in organizing hybrid events;  
   - Proven experience in designing and producing visibility products, including social media cards;  
   - Proved experience in providing innovative communication and organization solutions and out of the box ideas;  
   - Previous positive experience with UNFPA or UN Agencies will be considered an asset. | 100                |                               | 30%            |                             |
### The following scoring scale will be used to ensure objective evaluation:

<table>
<thead>
<tr>
<th>Degree to which the Terms of Reference requirements are met based on evidence included in the Bid submitted</th>
<th>Points out of 100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Significantly exceeds the requirements</td>
<td>90 – 100</td>
</tr>
<tr>
<td>Exceeds the requirements</td>
<td>80 – 89</td>
</tr>
<tr>
<td>Meets the requirements</td>
<td>70 – 79</td>
</tr>
<tr>
<td>Partially meets the requirements</td>
<td>1 – 69</td>
</tr>
<tr>
<td>Does not meet the requirements or no information provided to assess compliance with the requirements</td>
<td>0</td>
</tr>
</tbody>
</table>

### Financial Evaluation

Price quotes will be evaluated only for bidders whose technical proposals achieve **a minimum score of 70 points in the technical evaluation**.

Price quotes will be evaluated based on their responsiveness to the price quote form. The maximum number of points for the price quote is 100, which will be allocated to the lowest total price provided in the quotation. All other price quotes will receive points in inverse proportion according to the following formula:

\[
\text{Financial score} = \frac{\text{Lowest quote (\$)}}{\text{Quote being scored (\$)}} \times 100 \text{ (Maximum score)}
\]

### Total score

The total score for each proposal will be the weighted sum of the technical score and the financial score. The maximum total score is 100 points.

\[
\text{Total score} = 70\% \text{ Technical score} + 30\% \text{ Financial score}
\]

### VIII. Award Criteria

In case of a satisfactory result from the evaluation process, UNFPA intends to award a Professional Service Contract on a fixed-cost basis with duration of 30 days (thirty days) to the Bidder(s) that obtain the highest total score.
IX. 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 services specified in this RFQ without any change in unit prices or other terms and conditions.

X. Payment Terms

UNFPA payment terms are net 30 days upon receipt of invoice and delivery/acceptance of the milestone deliverables linked to payment as specified in the contract.

XI. 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, representative’s 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.

XII. 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.

XIII. 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. Nigina Abaszada, UNFPA Representative at abaszade@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.

XIII. 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).

Thank you and we look forward to receiving your quotation.

NAME, FUNCTIONAL TITLE:

**Nigina Abaszada, UNFPA Representative**

Signature: __________________________

DATE: _______________

18-May-2022
# PRICE QUOTATION FORM

| Name of Bidder: | | |
| Date of the quotation: | Click here to enter a date. | |
| Request for quotation Nº: | UNFPA/MDA/RFQ/2022/011 | |
| Currency of quotation: | USD | |
| Delivery charges based on the following 2010 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 all taxes**, since UNFPA is exempt from taxes.

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

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit of measure (ex. day, hour, person etc.)</th>
<th>Quantity</th>
<th>Unit rate, USD</th>
<th>Sub-total, USD</th>
</tr>
</thead>
</table>

**Deliverable 1: Organization of the Steering Committee Meeting**

1.1 Logistical arrangements for the hybrid format event: Zoom link, co-hosting and solving all technical issues during the event, including video recording services;

1.2 Interpretation: simultaneous interpretation services (RO-EN-RO); Translation equipment, including headphones;

1.3 Other necessary equipment: two laptops, one video camera to be used for the online broadcasting and ensure the visualization of participants and presentations;

1.4 Catering services: 1 coffee break for 20 persons: bottled still/mineral water, buffet with snack choices, tea and coffee.

**Total Deliverable 1**

**Deliverable 2: Design and printing of project factsheet**

2.1 Design of the project factsheet developed using information provided by the UNFPA

2.2 Printing of factsheets

**Total Deliverable 2**

**Deliverable 3: Development of social media cards**
3.1 Design 5 social media cards in Romanian for Facebook using information provided by the UNFPA

<table>
<thead>
<tr>
<th>Other expenses</th>
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</thead>
<tbody>
<tr>
<td>Other expenses</td>
</tr>
</tbody>
</table>

**Total Deliverable 3**

### Deliverable 4: Development of visibility materials

1.1 Badges as turquoise ribbon used for raising awareness during cervical cancer prevention campaign;

1.2 Tote bags with the printed cervical cancer prevention logo;

1.3 T-shirts with the printed cervical cancer prevention logo;

1.4 Planners with the printed cervical cancer prevention logo;

1.5 Pens with the printed cervical cancer prevention logo;

1.6 Glass bottles with the printed cervical cancer prevention logo;

1.7 USB3 memory stick with the printed cervical cancer prevention logo;

1.8 Medical gown with the printed cervical cancer prevention logo;

1.9 Volumetric symbol

<table>
<thead>
<tr>
<th>Other expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other expenses</td>
</tr>
</tbody>
</table>

**Total Deliverable 4**

**Total Contract Price**

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**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/2022/011 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.**

<table>
<thead>
<tr>
<th>Name and title</th>
<th>Date and place</th>
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</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>
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.