

**REQUEST FOR QUOTATION (RFQ) FOR RENTING WAREHOUSE FOR GLOBAL
FUND UNIT- MALARIA PROGRAMME**

Date: 7 th September 2009	REFERENCE: RFQ/KRT/GF/10/09
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Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before close of business on 22nd September, 2009.

Quotations should be received by hand-delivery marked:
RFQ/KRT/GF/10/09 at the following address before the indicated time.

Mr. Mohamed Abdalla Hassan

UNITED NATION DEVELOPMENT PROGRAMME (UNDP)

Garden City, 290 Khartoum11111 –Sudan.

Telephone: +249 (0) 912566474 Fax: +249 (0) 183 783 764

Email: Mohamed.abdalla@undp.org

Item	Description	Quantity
1	<p>Warehouse of 1200 M² to store different goods (Vehicles, Generators, Shelf's, and refrigerators).</p> <p>1- Location: Khartoum (Omdurman-Khartoum North not preferable).</p> <p>2- Delivery time: October 15th 2009.</p> <p>3- Secured area (including security)</p> <p>4- Provision of Electricity & water supply</p> <p>Kindly see Annex A</p>	1200 M ²
CONDITIONS		
Time Frame for service delivery	One year Contract, payment will be only for the used period. First installment will be for six months.	
Payment Terms	30 days after completion of assigned job, and upon submission of final invoice.	

Delivery Terms	This Warehouse should be ready for use by October 15th 2009.
Prices	SDG (New Sudanese Pound)
Validity of Quotation	120 days.
Preliminary Examination - Completeness of quotation.	Partial bids not permitted.
General Terms and Conditions	Any contract arising out of this quotation will be subject to UNDP General Terms and Conditions http://intra.sd.undp.org/bids/undp.php

REQUIREMENTS
<u>Language:</u> All documentation shall be in: <input checked="" type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input type="checkbox"/> Others

NAME, FUNCTIONAL TITLE: _ Mr. Mohamed Abdalla Hassan Procurement Specialist. Signature: _____ Date: 22 nd September, 2009 CONTACT ADDRESS: _ UNITED NATION DEVELOPMENT PROGRAMME (UNDP) Garden City, 290 Khartoum. Sudan. Telephone: +249 (0) 912566474 Email: Mohamed.abdalla@undp.org
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Request for quotation (RFQ) Submission Form

To: The procuring entity

Dear Sir / Madam,

Having examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver [*description of services*] in conformity with the said bidding documents for the sum of [*total bid amount in words and figures*] as may be ascertained in accordance with the Price Schedule attached herewith and made part of this Request for Quotation (RFQ).

We undertake, if our Bid is accepted, to deliver the services in accordance with the delivery schedule specified in the Schedule of Requirements.

We agree to abide by this RFQ for a period of [number] days from the date fixed for opening of Bids in the Request for Quotation (RFQ), and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept any Bid you may receive.

Dated this day of [*year*].

.....
Signature

.....
[*in the capacity of*]

Duly authorized to sign the Bid for and on behalf of

PRICE SCHEDULE

1. The Price Schedule must provide a detailed cost breakdown for renting warehouse of 1200 m² in Khartoum.
2. All prices/rates quoted must be exclusive of all taxes, since the United Nations, including its subsidiary organs, is exempt from taxes.
3. The format shown on the table below should be used as guidance in preparing the Price Schedule.
4. In addition to the hard copy, please also provide a soft copy of the price schedule

Item	Description	Quantity	Unit Price *	Total Price
1	<p>Warehouse of 1200 M² to store different goods (Vehicles, Generators, Shelf's, and refrigerators).</p> <p>1. Location: Khartoum 2. Delivery time: October 15th 2009. 3. Secured area (including security) 4. Provision of Electricity & water supply</p> <p>Kindly see Annex A</p>	1200 M ²		

- Note: In case of discrepancy between unit price and total, the unit price shall prevail.

Signature of Bidder

Annex A

Services to be provided by the Lessor at no additional cost to the UNDP referred to under Paragraph 8 of the Lease Agreement.

- 1- Cleaning services, adequate to maintain the demised Premises in a condition and at a standard of cleanliness appropriate for the use for which they are intended by the UNDP.
- 2- Light and electricity.
- 3- Toilet facilities, including necessary sewage facilities;
- 4- Provision for access to the demised Premises on all days and at all times and hours, whether business days or hours or otherwise;
- 5- All facilities and services which it makes available generally to tenants in the building.
- 6- Security Service for the whole period of rent.
- 7- In case that UNDP decided to leave the premises, the lessor should repay the amount of the rest period of the contract.