

REQUEST FOR QUOTATION

RFQ Reference: RFQ24-060

Date: 27 September 2024

Subject of RFQ: ***Request for Quotation for Printing and Installation of Hoarding Board.***

International Organization for Migration kindly requests your quotation for the provision of the goods, works and/or services described in the RFQ submission form below.

When preparing your quotation, please be guided by the RFQ information below. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

RFQ INFORMATION

Deadline for the submission of quotation	04 October 2024 If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/ .
Method of submission	Quotation must be submitted as follows: <input type="checkbox"/> E-tendering <input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Courier / Hand delivery <input type="checkbox"/> Other
Cost of preparation of quotation	IOM shall not be responsible for any costs associated with a vendor’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Contractual Terms	Any Purchase Order that will be issued as a result of this RFQ shall be subject to the IOM standard terms for provision of goods/services/transportation/medical services available at https://www.iom.int/do-business-us-procurement or IOM standard contract templates.
Documents to be submitted	Bidders shall submit and sign the-bid submission form below.
Quotation validity period	The quotation shall remain valid for 45 days from the deadline for the submission.
Price	Quotations shall be for the goods, works and/or services stated in the Specification/TOR/SOW
Partial quotations	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted
Clarifications	Contact person for correspondence, notifications and clarifications Contact person: Pratima Maharjan E-mail address: iomnepalprocurement@iom.int
Evaluation method	<input checked="" type="checkbox"/> The contract will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other
Right not to accept any quotation	IOM is not bound to accept any quotations, nor award a contract or purchase order
Expected date for contract/PO award.	Mid of October 2024

Thank you and we look forward to receiving your quotation.

Issued by: IOM Nepal Procurement Unit

QUOTATION SUBMISSION FORM

RFQ Reference:	Date:
RFQ ref no:	

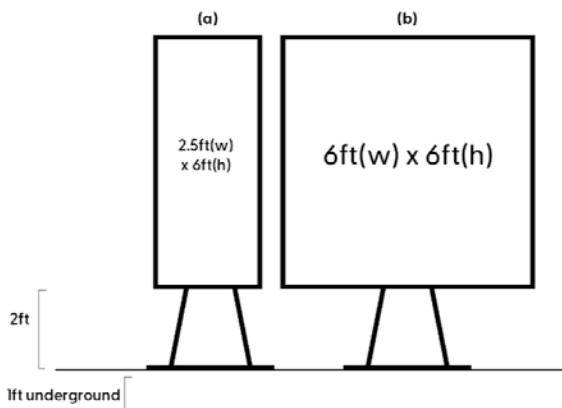
Requirement:

Currency of the Quotation: NPR					
Item No	Description	Qty	Unit	Unit price	Total price
1	Board A	13	Pcs		
2	Board B	132	Pcs		
Total Price					
Transportation Price					
Installation Price					
Delivery Timeline					
13% VAT					
Total Final and All-inclusive Price					

Board Size:

Board A: 2.5 ft x 6 ft board, 2 ft pole from ground level and 1 ft pole under the ground.

Board B: 6 ft * 6 ft board, 2 ft pole from ground level and 1 ft pole under the ground.



Material Details:

- _ Vinyl prints with lamination
- _ Base ACP Sheet
- _ Double Side Aluminium Channel Boarder
- _ Iron Pole 1.5 inch with paint on the metal part
- _ Concrete Fix Base

Design Detail:

Ready to print final content file with high-resolution & required dimension will be shared from our end additional designing is not required. The content is to be printed on both sides. The photo below is shared for reference purpose only.



Sample content for board A:

The design will be similar to the reference provided below, one content in each side of board.

Sample design for board B:

The design will be similar to the reference provided below, one content in each side of board.

सुरक्षित घर बनाउने १० सुझावहरू

- सुर गर्न अघि प्राथमिक रिसर्च दिनु
- सुरक्षित स्थानमा घर बनाउनु र सुरक्षित निवासको प्रयोग गर्नु
- घर बनाउँदा सुरक्षात्मक सामग्री प्रयोग गर्नु
- उचित आकारको घर बनाउनु
- घर ढलियो बनाउनु
- घरलाई सुख्खो राख्नु
- घरलाई ढलियो राख्नु
- घरको ढलानो ढलानो राख्नु
- घरको ढलानो ढलानो राख्नु
- घरको ढलानो ढलानो राख्नु

सुरक्षित घर बनाउने १० सुझावहरू

१ सुर गर्न अघि प्राथमिक रिसर्च दिनु

घर बनाउनु अघि प्राथमिक रिसर्च दिनु र सुरक्षित निवासको प्रयोग गर्नु

घर बनाउँदा सुरक्षात्मक सामग्री प्रयोग गर्नु

उचित आकारको घर बनाउनु

घर ढलियो बनाउनु

घरलाई सुख्खो राख्नु

घरलाई ढलियो राख्नु

घरको ढलानो ढलानो राख्नु

घरको ढलानो ढलानो राख्नु

Delivery location: Boards to be installed in different location in the municipality (different wards in the same municipality).

S.N.	District	Name of Local Level	No. of Information Board to be Installed – Board A	No. of Information Board to be Installed – Board B
1	Jajarkot	Bheri Municipality	1	11
2		Chhedagad Municipality	1	11
3		Kuse Rural Municipality	1	10
4		Junichande Rural Municipality	1	10
5		Barekot Rural Municipality	1	10
6		Nalagad Municipality	1	10
7		Shivalaya Rural Municipality	1	10
8	Rukum West	Musikot Municipality	1	10
9		Chaurjahari Municipality	1	10
10		Aathbiskot Municipality	1	10
11		Banfikot Rural Municipality	1	10
12		Sanibheri Rural Municipality	1	10
13		Tribeni Rural Municipality	1	10

BIDDER'S DECLARATION OF CONFORMITY²

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I hereby represent and warrant that neither the vendor, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons: bankruptcy, insolvency or winding-up procedures; breach of obligations relating to the payment of taxes or social security contributions; grave professional misconduct, including misrepresentation, fraud; corruption; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offences or offences linked to terrorist activities; child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices; irregularity; creating or being a shell company.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor is financially sound and duly licensed.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor has adequate human resources, equipment, competence, expertise and skills necessary to complete the contract fully and satisfactorily, within the stipulated completion period and in accordance with the relevant terms and conditions.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor complies with all applicable laws, ordinances, rules and regulations.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor will in all circumstances act in the best interests of IOM.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that no official of IOM or any third party has received from, will be offered by, or will receive from the vendor any direct or indirect benefit arising from the contract.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor has not misrepresented or concealed any material facts during the contracting process.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor will respect the legal status, privileges and immunities of IOM as an intergovernmental organization.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that neither the vendor nor any persons having powers of representation, decision-making or control over the vendor or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the "UN Sanctions List") or are the subject of any sanctions or other temporary suspension. The vendor will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that, the vendor will apply the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I further represent and warrant that the vendor undertakes to comply with the Code of Conduct, available at https://www.ungm.org/Public/CodeOfConduct .

² This form is mandatory to fill in and sign by every vendor who submits quotation

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	It is the responsibility of the vendor to inform IOM immediately of any change to the information provided in this Declaration.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the vendor, I certify that I am duly authorized to sign this Declaration and on behalf of the vendor I agree to abide by the terms of this Declaration for the duration of any contract entered into between the vendor and IOM.
<input type="checkbox"/>	<input type="checkbox"/>	IOM reserves the right to terminate any contract between IOM and the vendor, with immediate effect and without liability, in the event of any misrepresentation made by the vendor in this Declaration.

Signature: _____

Name:

Title:

Date: