PRICE Quotation Form

|  |  |
| --- | --- |
| **Name of Bidder:** | [insert bidder name] |
| **Date of the quotation:** | [insert quotation date] |
| **Currency of quotation:** | IDR |
| **Validity of quotation:**  *(The quotation must be valid for a period of at least 3 months after the RFQ submission deadline)* | [insert quotation validity] |

* The bidder is expected to submit realistic and competitive itemized cost estimates in undertaking the project.
* Quoted rates must be **exclusive of all taxes**, since UNFPA is exempt from taxes.
* The format provided shall be used in preparing the Price Quotation.
* In case of discrepancy between unit price and total price, the lower price shall prevail and the higher price shall be corrected. If the Bidder does not accept the correction of errors, its Proposal will be rejected.

**TABLE 1: Price:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No | Description\* | Unit | Qty | Unit cost (IDR) | Total (IDR) |
| 1. Design cost: | | | | | |
| a. | Book titled “Pedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan” | Set | 1 | [insert unit cost] | [insert total cost] |
| b. | Book titled “Algoritma Tata Laksana Pelayanan Kesehatan bagi Korban Kekerasan SeksualPedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan” | Set | 1 | [insert unit cost] | [insert total cost] |
| 2. Printing and packing cost:\*\* | | | | | |
| a. | Book titled “Pedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan” | Set | 3,500 | [insert unit cost] | [insert total cost] |
| b. | Book titled “Algoritma Tata Laksana Pelayanan Kesehatan bagi Korban Kekerasan SeksualPedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan” | Set | 3,500 | [insert unit cost] | [insert total cost] |
| ***T o t a l*** | | | | | [insert total cost] |

\* Specification details as described in Annex 2

\*\*including the set box, and delivery to the address stated in Annex 2

**TABLE 2: Time Frame**

|  |  |  |
| --- | --- | --- |
| **No** | **Deliverables** | **Timeline** |
| 1 | Draft 1 of design:   * Pedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan * Algoritma Tata Laksana Pelayanan Kesehatan bagi Korban Kekerasan SeksualPedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan | [insert … working days from PO date] |
| 2 | Draft 2 of design:   * Pedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan * Algoritma Tata Laksana Pelayanan Kesehatan bagi Korban Kekerasan SeksualPedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan | [insert … working days from number (1) ] |
| 3 | Final design:   * Pedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan * Algoritma Tata Laksana Pelayanan Kesehatan bagi Korban Kekerasan SeksualPedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan | [insert … working days from number (2) ] |
| 4 | Dummy printing (1 copy each):   * Pedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan * Algoritma Tata Laksana Pelayanan Kesehatan bagi Korban Kekerasan SeksualPedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan | [insert … working days from number (3) ] |
| 5 | Printing, packing and delivery to address stated in annex 2:   * Pedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan * Algoritma Tata Laksana Pelayanan Kesehatan bagi Korban Kekerasan SeksualPedoman Pelayanan dan Rujukan Kekerasan terhadap Perempuan dan Anak (KtP/A) bagi Petugas Kesehatan | [insert … working days from number (4) ] |

**TABLE 3: Samples of Design Created/Developed (minimum 2 samples required)**

|  |  |  |
| --- | --- | --- |
| **No** | **Book / Document Title** | **Link or pdf copy as attachment** |
| 1 | [insert book / document title] | [insert link to the book / document] or  [provide pdf copy as attachment] |
| 2 | [insert book / document title] | [insert link to the book / document] or  [provide pdf copy as attachment] |
| 3 | Please add more rows when necessary |  |

**TABLE 4: Offer to Comply with Other Conditions and Related Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Information pertaining to our Quotation are as follows:** | **Your Responses** | | |
| ***Yes, we will comply*** | ***No, we cannot comply*** | ***If you cannot comply, pls. indicate counter proposal*** |
| Delivery Lead Time as per the quoted in Table 2, with maximum delay two calendar days | [insert answer] | [insert answer] | [insert answer] |
| Validity of Quotation is at least 3 months after the RFQ submission deadline | [insert answer] | [insert answer] | [insert answer] |
| All Provisions of the UNFPA General Terms and Conditions | [insert answer] | [insert answer] | [insert answer] |

*Vendor’s Comments:*

[insert comments if any]

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/IDN/RFQ/21/013 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.

|  |  |
| --- | --- |
| [insert name, title, signature and company’s seal/stamp] | [insert date and place] |
| Name and title | Date and place |