



Montenegro

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF INVITED FIRM:	DATE: October, 24th 2008
	REFERENCE: 035-08 Procurement of equipment for kayaking

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before close of business on 5th November, 2008.

UNDP, Beogradska 24b, 81000 Podgorica

REF: RFQ 035-08

Fax: +382 20 231 644

E-mail: procurement.me@undp.org

IMPORTANT NOTES:

- **Delivery time – 30 days maximum**
- **Please use this document when submitting your offer.**
- **Please fill in carefully all requested information, for both parts - Part 1 and Part 2.**
- **For Part 1, please specify offered specification in the same line, as the corresponding required specification.**
- **The offer should be properly signed and stamped before submission.**
- **Any offer submitted without following the above recommendations could be rejected.**
- **The companies that would offer the shortest delivery period will have advantage in the selection procedure:**

	Sets for White water Kayaking Type: River Running - Creeking – Kayaks for Intermediate to Advanced level paddlers.		Offered Unit price	
	Required specification	Quantity	Offered Price for Full Quantity	
1.	Set should provide possibility for paddlers of all level of experience to be able to engage in River Running and Creeking type of kayaking. Set should provide possibility to be used by people of different size, weight and experience level. Set should be equipped with: 1. Kayak equipped with: Seat pad, thigh braces Foot brace with adjustable foot system. Backbend adjustable kit Flotation bags Drain plug 2. Whitewater creek and river running paddle 188-203 cm long 3. Spray deck with an adjustable neoprene waist closure: 3.5 mm neoprene deck appropriate for offered kayak model, a durable, abrasion resistant skirt. Size of kayaks could be: Length: 215cm to 260 cm Width: 62 to 65cm Paddler weight range: 40-70kg Kayak will be used for kayaking in different conditions, from high level to low level, rocky streams. Material used for kayak	1 set		

	<p>construction should be highly durable and impact resistant. Preferably material used is from the polyethylene family.</p>		
	<p>Set should provide possibility for paddlers of all level of experience to be able to engage in River Running and Creeking type of kayaking. Set should provide possibility to be used by people of different size, weight and experience level. Set should be equipped with:</p> <p>1.Kayak equipped with: Seat pad, thigh braces Foot brace with adjustable foot system. Backbend adjustable kit Flotation bags Drain plug</p> <p>2.Whitewater creek and river running paddle 188-203 cm long</p> <p>3. Spray deck with an adjustable neoprene waist closure: 3.5 mm neoprene deck appropriate for offered kayak model, a durable, abrasion resistant skirt.</p> <p>Size of kayaks could be: Length: 215cm to 260 cm Width: 62 to 65cm Paddler weight range: 70-90kg</p> <p>Kayak will be used for kayaking in different conditions, from high level to low level, rocky streams. Material used for kayak construction should be highly durable and impact resistant. Preferably material used is from the polyethylene family.</p>	<p>2</p>	
	<p>Set should provide possibility for paddlers of all level of experience to be able to engage in River Running and Creeking type of kayaking. Set should provide possibility to be used by people of different size, weight and experience level. Set should be equipped with:</p> <p>1.Kayak equipped with: Seat pad, thigh braces Foot brace with adjustable foot system. Backbend adjustable kit Flotation bags Drain plug</p> <p>2.Whitewater creek and river running paddle 188-203 cm long</p> <p>3. Spray deck with an adjustable neoprene waist closure: 3.5 mm neoprene deck appropriate for offered kayak model, a durable, abrasion resistant skirt.</p> <p>Size of kayaks could be: Length: 215cm to 260 cm Width: 62 to 65cm Paddler weight range: 90kg and above</p> <p>Kayak will be used for kayaking in different conditions, from high level to low level, rocky streams. Material used for kayak construction should be highly durable and impact resistant. Preferably material used is from the polyethylene family.</p>	<p>1</p>	



Part 2: Conditions

All prices must be stated excluding taxes (and custom tax where applicable)

IMPORTANT!

In order to be considered for evaluation purposes, your offer shall include the following information:

Warranty and after sale support

Required warranty period should be included in offered prices and provided at the end user's premises.

After sale support

Please indicate name, address and contact person of officially appointed company (yourselves or other) who will be responsible for providing maintenance and after sales support through the requested period:

Delivery Time (if shorter than 30 days)

----- **number of days from notification of award of contract.**

Penalties in amount of 0.5 % of the total contract amount will apply for every day of delay.

CONDITIONS

Delivery Term (INCOTERMS 2000) & Place	DDU, Podgorica Bidders are requested to include this delivery arrangement in their offered prices
Currency of Quotations/offers	Euro or USD
Payment Terms	Goods purchased will be paid through bank transfer to given account, upon satisfactory delivery, installation, and submission of original invoice within 30 days.
Validity of Quotation	60 days from deadline for submission of offers
Completeness of quotation	Although not a requirement, suppliers are encouraged to submit offers comprising all items requested in this RFQ in their submissions. Important: Only offers including full quantity requested for each item will be considered for evaluation purposes
Requests for clarification	Bidders requiring clarification of any of the terms, technical requirements or conditions stipulated in this RFQ shall communicate in writing with UNDP Office in Podgorica. Requests for clarification may be submitted via e-mail to procurement.me@undp.org . Only requests for clarification received at least 24 hours prior to the deadline for submission of offers will be entertained. Replies to any requests for clarifications will be posted to www.undp.org.me/files/tenders Please visit this site regularly.
General Terms and Conditions	This RFQ is subject to UN General Terms and Conditions available at www.undp.org .



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GENERAL TECHNICAL REQUIREMENTS

Language: All documentation, including installation and operating manuals shall be in English

Supporting technical documentation: Bidders are required to include in their offers full technical specification of the offered equipment and necessary supporting technical documentation (i.e. technical brochures, etc.) to allow the evaluating committee to identify the quality of the equipment offered.

OFFEROR'S REMARKS

I hereby accept all terms and conditions stated above.

Date:

Name and Title:

Signature:

(Stamp)