 **Annex A**

**Bid Data Form**

**Suppliers should fill below table as part of their offer:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Information pertaining to our RFQ are as follows:** | | ***Yes, we will comply (State, as required*** | ***No, we cannot comply (state as required)*** |
| **Registration certificate:**  Bidders must present proof of registration. |  | |  |
| **Offer Validity:**  (Accept to hold the offer valid throughout the contract duration until satisfactory completion of delivery of the Visibility items) |  | |  |
| **Delivery:**  Items will be delivered to UNHCR warehouse in Azakhael - Peshawar | |  |  |
| **Payment Term:**  Acceptance to UNHCR payment terms i.e., 30 days net after invoice is verified by UNHCR. No advance payment | |  |  |
| **Vendor Registration Form (For only new vendors to UNHCR) Annex E.**  New vendors to UNHCR must fill the vendor registration form and provide UNHCR with the Information required therein. | |  |  |
| **Acceptance of UNHCR General Terms and Conditions for Goods and Services:** *Bidders must accept terms of UNHCR’s General Conditions of Contract for Goods and Services by signing and stamping* ***Annex D*** *and submitting it with their offer*. | |  |  |
| **Acceptance to offer items as per Technical Specifications mentioned in Annex B.** | |  |  |
| **UN Suppliers Code of Conduct (Annex F)**  Bidders must commit themselves to comply withrequirements of UN Supplier code of conduct by signing, stamping, and submitting a copy with their Offer to UNHCR. | |  |  |
| **Submitted both excel and pdf copies of financial offer / quotation with registered vendor name, signature, and stamp** | |  |  |

**Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Authorized Person & Title: ­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature & stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**