



Afghanistan

## REQUEST FOR QUOTATION (RFQ)

<b>NAME &amp; ADDRESS OF FIRM:</b>  <u>All National and International Suppliers</u>	<b>DATE: 17<sup>th</sup> January 2010</b>
	<b>REFERENCE: RFQ-UNDP-Wall Calendar-2010</b>

You are kindly requested to submit your quotation to [Bids.af@undp.org](mailto:Bids.af@undp.org) or in sealed envelope for the following items **before 21<sup>st</sup> January 2010 at 15.00 hrs Local Time.**

No	Description	Unit Price	Grand total
1	Design of 2010 calendar.  The text and pictures will be provided by UNDP	1	
2	Printing of 2010 calendar as per below specification <ul style="list-style-type: none"><li>• 4 color printing both side laminated</li><li>• 11 Inch width and 8,5 Inch height</li><li>• 300 gram card paper</li><li>• Good quality binding</li><li>• 13 pages including cover page</li></ul>	1000	

**(CONDITIONS)**

**All National and International Suppliers should attach the following information while quoting to this RFQ**

- **Company Profile should be attached to the quotation.**
- **Valid Company Business License**

**Quotations without any of the above will not be Counted Responsive.**

Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> C&F <input type="checkbox"/> CIP <input type="checkbox"/> CPT	
	PLACE: UNDP Kabul	
Payment Terms	100% Payment (wire transfer)	
Validity of Quotation	30 DAYS                      ✓ <b>60 DAYS</b>	
Preliminary Examination - Completeness of quotation.	✓ <b>Partial bids permitted.</b> Partial bids not permitted	
Mode of Transport	AIR	SEA
	SURFACE	OTHERS
General Terms and Conditions		
<b>Please state (Procurement officials should cancel the lines which are not applicable)</b>		
Quantity discount and early payment discount	Shipping weight (kg) and volume (m <sup>3</sup> )	
Separate quote for estimated transportation & insurance charges		
List of recommended consumables and spares incl. Prices and details on local availability:  <div style="text-align: center;"><input type="checkbox"/> For a one year period.                      <input type="checkbox"/> For a period of .....</div>		
Details on any warranty/guarantee conditions: One year		

## REQUIREMENTS

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

English     French     Spanish     Others