

QUOTATION FORM

THIS PAGE/Quotation FORM must be completed, signed and returned to UNICEF.
Quotation must be made in accordance with the instructions contained in this Request for Quotation.
Fill in the blank lines in the lot description sheets below.

TERMS AND CONDITIONS OF CONTRACT

UNICEF's General Terms and Conditions will apply to any resulting Purchase Order. Any Contract or Purchase Order resulting from this INVITATION shall contain UNICEF General Terms and Conditions and any other Specific Terms and Conditions detailed in this RFQ.

INFORMATION

Any request for information regarding this RFQ must be forwarded by e-mail to the attention of the person who prepared this document, with specific reference to the RFQ, as detailed in this RFQ. The Undersigned, having read the Terms and Conditions of **LRQS-2017-9135803** set out in the attached document, hereby offers to supply the services specified in the Table below, at the price or prices quoted below, in accordance with specifications stated and subject to the Terms and Conditions set out or specified in the document.

Signature: _____
Date: _____
Name & Title: _____
Company: _____
Postal Address: _____
Tel. No.: _____
E-mail: _____
Validity of Offer: _____

	Service	Quote, MDL w/o VAT
23-25 November	Venue with a capacity of up to 30;	
	Simultaneous translation equipment, English-Romanian for 20 people;	
	Provide multimedia equipment for presentations – project, monitor, laptop and ensure its functionality during the event;	
	Provide the workshop set: (one flip chart, markers, VIPP cards, etc.);	
	Organize 2 coffee breaks and 1 lunch per day for 20 participants;	
	Provide 2 water bottles (0.5l) per participant per day;	
Total:		

Event date	Service	Quote, MDL w/o VAT
28-30 November	Venue with a capacity of up to 30;	
	Simultaneous translation equipment, English-Romanian for 20 people;	
	Provide multimedia equipment for presentations – project, monitor, laptop and ensure its functionality during the event;	
	Provide the workshop set: (one flip chart, markers, VIPP cards, etc.);	
	Organize 2 coffee breaks and 1 lunch per day for 20 participants;	
	Provide 2 water bottles (0.5l) per participant per day;	
Total:		

Event date	Service	Quote, MDL w/o VAT
4-5 December	Venue with a capacity of up to 30;	
	Simultaneous translation equipment, English-Romanian for 20 people;	
	Provide multimedia equipment for presentations – project, monitor, laptop and ensure its functionality during the event;	
	Provide the workshop set: (one flip chart, markers, VIPP cards, etc.);	
	Organize 2 coffee breaks and 1 lunch per day for 20 participants;	
	Provide 2 water bottles (0.5l) per participant per day;	
Total:		

Event date	Service	Quote, MDL w/o VAT
6-8 December	Venue with a capacity of up to 30;	
	Simultaneous translation equipment, English-Romanian for 20 people;	
	Provide multimedia equipment for presentations – project, monitor, laptop and ensure its functionality during the event;	
	Provide the workshop set: (one flip chart, markers, VIPP cards, etc.);	
	Organize 2 coffee breaks and 1 lunch per day for 20 participants;	
	Provide 2 water bottles (0.5l) per participant per day;	
Total:		