



Annex-1 Quotation Form

Name of Bidder: _____

Bidder Contact Details: (Phone No., Email) _____

Request for Quotation No: UNFPA/SYR/RFQ/IT/09-2022/21

Currency of Bid price: _____

Delivery time (*weeks from receipt of order till dispatch*): _____

Expiration of Validity of Quotation (*The quotation shall be:*
*Valid for a period of at least **three (3) months** after the Closing date.*): _____

“Partial quotes are permitted per line. However, the bidder shall submit the offer for the full quantity”

Price Schedule:

#	Item	UoM	Quantity	U.Cost	Total Cost
1	Laptop	EA	2		
2	Laptop	EA	5		
3	Projector	EA	1		
4	Photocopier B/W	EA	1		
5	Multifunction Printer	EA	1		
6	Genuine Toners for KYOCERA colored printer ECOSYS M5526cdn	Set	3		
Grand - Total Cost					

I hereby certify that this company, which I am duly authorized to sign for, accepts the terms and conditions of UNFPA (<http://www.unfpa.org/resources/unfpa-general-conditions-contract>) and we will abide by this quotation until it expires.

Name and title

Date and Place