



## **Request for quotation (RFQ) for goods/services**

Provision of mobile telephony services  
for RSPC Serbia projects

RFQ No: UNOPS-RSPC-2014-S-011

**Request for quotation (RFQ)  
for Provision of mobile telephony services for RSPC Serbia projects  
RFQ NO. UNOPS-RSPC-2014-S-011**

Date: 29-Sep-2014

UNOPS is accepting quotations from suppliers for purchase of mobile telephony services for RSPC Serbia projects. All interested parties must complete and return the attached price sheet to the following email address: [srcp.bids@unops.org](mailto:srcp.bids@unops.org)

## 1 Requirements and price list (Annex A)

Quotations need to be submitted by using the Requirements and Price List contained in Annex A.

## 2 Eligibility

Bidders must not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UNOPS to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods under this request for quotation.

Bidders must not be under a declaration of ineligibility for corrupt and fraudulent practices published by UNOPS on its website. Bidders must meet the eligibility criteria as published on the [UNOPS website](#).

## 3 Currency

All prices shall be quoted in domestic currency (Serbian dinar – RSD).

UNOPS reserves the right not to reject any bids submitted in another currency than the mandatory bidding currency stated above. UNOPS may accept bids submitted in another currency than stated above if the bidder confirms during clarification of bids (1.18) in writing that it will accept a contract issued in the mandatory bid currency and that for conversion the official United Nations operational rate of exchange of the day of RFQ deadline as stated in the RFQ letter shall apply.

Regardless of the currency of bids received, the contract will always be issued and subsequent payments will be made in the mandatory bidding currency above.

## 4 Evaluation

UNOPS evaluates quotations based on lowest priced most technically acceptable quotation received.

## 5 Mobilization and duration

Service provision shall commence maximum 10 (ten) calendar days after contract signature. The successful supplier is expected to complete the services in two year period upon the date of contract signing.

## 6 Quotations due

All quotations must be received at the email address stated below no later than:

Date: 09-Oct-2014  
Time: 12:00 CET Noon  
E-mail: [srpc.bids@unops.org](mailto:srpc.bids@unops.org)

Quotations submitted shall be binding and valid for a period of one hundred and eighty (180) days from the due date stated herein. Any prices accepted during this period will be considered firm/fixed for the resulting purchase order.

UNOPS will award this requirement in total and will not accept any partial quotations. The supplier agrees to acknowledge the purchase order in the form provided upon award, under the terms and conditions stated therein, and for the agreed amount.

## 7 UNOPS General Conditions of Contract

Any order resulting from this RFQ exercise will be subject to the UNOPS General Conditions of Contract available for goods, small services and services at the following

addresses: <http://www.unops.org/SiteCollectionDocuments/Procurement/UNOPS%20General%20Conditions%20for%20Goods.pdf>

<http://www.unops.org/SiteCollectionDocuments/Procurement/GCCs%20For%20Professional%20Services.pdf>

<http://www.unops.org/SiteCollectionDocuments/Procurement/Conditions-of-services-below50K.pdf>

## 8 Clarifications

Suppliers with questions or requests for more information are encouraged to send them to the email address [srpc.procurement@unops.org](mailto:srpc.procurement@unops.org) promptly in order to allow time for the provision of a written response.

Explanations or interpretations provided by personnel other than the above will not be considered binding or official.

## 9 Quotation form (Annex B)

The attached Quotation Form needs to be completed and signed. Suppliers shall return the completed and signed Quotation Form with their quotation.

Approved by:

Date:



Graeme Tyndall,  
UNOPS RSPC Project Centre Director

## **ANNEX A**

### **Requirements and price list**

The following documents form part of this RFQ and must be completed and returned with your offer:

- RFQ Quotation Form
- Company Registration document (copy)
- Description of services required
- Bid Value Form

## RFQ – Quotation form

Quotation form must be completed, signed and returned to UNOPS. The quotations must be made in accordance with the instructions contained in this request.

UNOPS General Conditions of Contract will apply to any resulting purchase order/contract. A link to the UNOPS General Conditions of Contract is included in the RFQ document.

The undersigned, having read the terms and conditions of Quotation No.UNOPS-RSPC-2014-S-011 set out in the attached document, hereby offers to supply the **services** specified in the RFQ at the price or prices quoted, in accordance with any specifications stated and subject to the terms and conditions set out or specified in the document.

Signature: \_\_\_\_\_

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

Name and title: \_\_\_\_\_

Company: \_\_\_\_\_

Postal address: \_\_\_\_\_

Tel.no: \_\_\_\_\_

Fax no: \_\_\_\_\_

Email address: \_\_\_\_\_

Validity of offer: \_\_\_\_\_

Currency of offer: \_\_\_\_\_

Payment terms 180 days accepted: ☐

Quotation to be addressed to:

UNOPS  
Bozidar Radivojevic, UNOPS procurement official  
Sumatovacka 59, 11000 Beograd  
Tel.: +381 11 24 35 703, 24 45 687  
E-mail: [srpc.bids@unops.org](mailto:srpc.bids@unops.org)

## DESCRIPTION OF SERVICES

| QUOTATION                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                   |             |
|----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------|
| BIDDER'S UNIT PRICES (Price & Currency to be entered by Bidder): RSD |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                   |             |
| ITEM                                                                 | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | QTY                                               | Tariff pack |
| 1.                                                                   | <b>Monthly subscription for mobile telephony</b><br>(including no limit free of charge calls within the team, 300 minutes or more out of the team with national mobile and landline telephony operators, 300 SMS messages or more and internet usage –500 MB or more, blocking of internet required upon exceeding limit)<br><br>Pack shall include mobile phone technically compliant to support all aspects of services offered: 2G network GSM 850/900/1800/1900, HSDPA 900/1900/2100; Display TFT, 256K colors, Bluetooth, USB, Phonebook 1500 entries, Internal memory min 1GB, Camera 5 MP, SMS, MMS, with battery, battery charger and hands-free set                                                         | <b>21 postpaid packs (24 months subscription)</b> |             |
|                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>17 postpaid packs (12 months subscription)</b> |             |
| 2.                                                                   | <b>Monthly subscription for mobile telephony</b><br>(including no limit free of charge calls within the team, 500 minutes or more out of the team - with national mobile and landline telephony operators, 500 SMS messages or more and internet usage –1 GB or more, blocking of internet required upon exceeding limit)<br><br>Packs shall include mobile phone technically compliant to support all aspects of services offered: 2G network GSM 850/900/1800/1900, HSDPA 900/1900/2100; Data GPRS, EDGE, 3G, HSDPA 21 Mbps, HSUPA 5.8 Mbps; Display TFT, 256K colors, Bluetooth v4, USB, Phonebook 1500 entries, Internal memory min 2 Gb, Camera 8 MP, SMS, MMS with battery, battery charger and hands-free set | <b>5 postpaid packs (24 months subscription)</b>  |             |
|                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>7 postpaid packs (12 months subscription)</b>  |             |
| 3.                                                                   | <b>Monthly subscription for mobile Internet</b><br>(mobile internet modem included)<br>(10 GB /month or more )<br><br>Internet Pack shall include mobile internet modem technically compliant to support all aspects of mobile internet service offered: HSPA+/HSPA/UMTS/EDGE/GPRS/GSM; Download up to 21 Mbit/s / Upload up to 5.76 Mbit/s                                                                                                                                                                                                                                                                                                                                                                          | <b>11 postpaid packs (12 months subscription)</b> |             |

**ADDITIONAL NOTES BY BIDDER:**

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**IMPORTANT:**

- Bidder is required to specify exact rates that would be applied prior to or upon exceeding required limits (300 minutes /300 SMS for item 1, 500 minutes/500 SMS for item 2, 10GB for item 3) and rates for international calls. Otherwise - rates stated in Bid Value Form as items 4-9 would be evaluated.
- Currently used mobile phones are registered: 28 with Telenor, 17 with VIP. Bidder shall include potential cost of transfer of existing numbers to their side in financial part of the offer.
- Technical and financial conditions regarding early termination of contract should be provided by bidder.
- UNOPS reserves the right to increase the number of mobile subscription contracts during the contracted period, and to increase existing 300 min subscription modality to 500 minutes subscription modality (which will re-instate subscription period for new modality)
- Selected company will be offered to sign the contract containing clause on the arbitrary body in case of dispute. If any legal issues occur, **Contractual parties stipulate the competence of UN CITRAL.**



## BID VALUE FORM

| PRICES                                                                                                                                                   |                                                                                                                                                                                                                                                   |                 |                                 |                                   |                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------|-----------------------------------|------------------------------------------------|
| <b>BID VALUE</b> (The bidder shall enter the value and the currency; domestic bidders may bid in RSD,)                                                   |                                                                                                                                                                                                                                                   |                 |                                 |                                   |                                                |
| UNOPS will convert the different currencies into USD according to the United Nations exchange rate for the purpose of evaluating and comparing the bids. |                                                                                                                                                                                                                                                   |                 |                                 |                                   |                                                |
| <b>BID VALIDITY</b> - 180 days                                                                                                                           |                                                                                                                                                                                                                                                   |                 |                                 |                                   |                                                |
| No.                                                                                                                                                      | Design Title                                                                                                                                                                                                                                      | No of Packs (A) | Contract Duration in months (B) | UNIT PRICE without VAT in RSD (C) | TOTAL PRICE without VAT in RSD (A) x (B) x (C) |
| 1.                                                                                                                                                       | <b>Monthly subscription for mobile telephony</b><br>(including free of charge calls within the team, 300 minutes out of the team with national mobile and landline telephony operators, 300 SMS/MMS messages and internet usage – minimum 500 MB) |                 |                                 |                                   |                                                |
| 1a.                                                                                                                                                      | 24 months subscription modality (monthly subscription)                                                                                                                                                                                            | 21              | 24                              |                                   |                                                |
| 1b.                                                                                                                                                      | 12 months subscription modality (monthly subscription)                                                                                                                                                                                            | 17              | 12                              |                                   |                                                |
| 2.                                                                                                                                                       | <b>Monthly subscription for mobile telephony</b><br>(including free of charge calls within the team, 500 minutes out of the team - with national mobile and landline telephony operators, 500 SMS/MMS messages and internet usage – minimum 1 GB) |                 |                                 |                                   |                                                |
| 2a.                                                                                                                                                      | 24 months subscription modality (monthly subscription)                                                                                                                                                                                            | 5               | 24                              |                                   |                                                |
| 2b.                                                                                                                                                      | 12 months subscription modality (monthly subscription)                                                                                                                                                                                            | 7               | 12                              |                                   |                                                |
| 3.                                                                                                                                                       | <b>Monthly subscription for mobile Internet</b><br>Mobile internet modem included (10 GB /month )<br><b>12 months subscription modality (monthly subscription)</b>                                                                                |                 |                                 |                                   |                                                |
| 4.                                                                                                                                                       | Price per minute within the operators' group in Serbia                                                                                                                                                                                            | 1               | 1400*                           |                                   |                                                |
| 5.                                                                                                                                                       | Price per minute out of the operators' group in Serbia                                                                                                                                                                                            | 1               | 600*                            |                                   |                                                |
| 6.                                                                                                                                                       | Price per minute of international call to landline network (Tariffing zone covering Europe)                                                                                                                                                       | 1               | 50*                             |                                   |                                                |
| 7.                                                                                                                                                       | Price per minute of international call to mobile network (Tariffing zone covering Europe)                                                                                                                                                         | 1               | 50*                             |                                   |                                                |
| 8.                                                                                                                                                       | Price per SMS within the group                                                                                                                                                                                                                    | 1               | 300*                            |                                   |                                                |
| 9.                                                                                                                                                       | Price per SMS out of the operator group in Serbia                                                                                                                                                                                                 | 1               | 300*                            |                                   |                                                |
| 10.                                                                                                                                                      | Price per SMS to international mobile network (Tariffing zone covering Europe)                                                                                                                                                                    | 1               | 20*                             |                                   |                                                |
| 11.                                                                                                                                                      | Price per MMS within the group                                                                                                                                                                                                                    | 1               | 100*                            |                                   |                                                |
| 12.                                                                                                                                                      | Price per MMS out of the operator group in Serbia                                                                                                                                                                                                 | 1               | 50*                             |                                   |                                                |
| 13.                                                                                                                                                      | Price for 10 MB exceed of data transfer in Serbia                                                                                                                                                                                                 | 1               | 15*                             |                                   |                                                |
| 14.                                                                                                                                                      | Transfer of mobile phone numbers to bidders network (See "Important" section – line 2)                                                                                                                                                            |                 |                                 |                                   |                                                |

\*) Figures represent estimated maximum of mentioned services for the whole group, i.e. The estimation is that all 50 subscribers will in total have not more than 1400 minutes above contracted limit on monthly basis of phone calls within the operator's group during the month.

Estimated maximum is for the evaluation purposes only. Payment will be done for the actual costs that occurred in the given period

**ADDITIONAL DETAILS ON PRICES, BONUSES, DISCOUNTS, ADDITIONAL COSTS, EXPLANATIONS ON RATES:**

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

Responsible officer: \_\_\_\_\_





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