

## REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM: Companies	DATE: 6 March, 2009
	REFERENCE: RFQ/009/2009

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **15:00 local time (Vientiane) on 13 March 2009.**

Item	Goods/services/works generic description	Q-ty
1	T shirts material - 100% cotton, color - white, size XL with full color print as per attachment	100
2	T shirts material - 100% cotton, color - white, size L with full color print as per attachment	150
3	T shirts material - 100% cotton, color - white, size M with full color print as per attachment	150
4	T shirts material - 100% cotton, color - white, size S with full color print as per attachment	100
	<b>Total quantity</b>	<b>500</b>

## GENERAL CONDITIONS/REQUIREMENTS

- Prices should be quoted for delivery CIP Vientiane for imported goods and DDU Vientiane for domestically supplied goods (INCOTERMS 2000). Prices can be quoted in KIP or US dollars.
- Supplier shall meet all minimal requirements indicated in the present RFQ

## OTHER CONDITIONS

Delivery Time	As soon as possible	
Payment Terms	- 100% of the total contract price will be paid by bank transfer to the Supplier's account after delivery and acceptance of goods/services.	
Validity of Quotation	✓ 20 DAYS	
Mode of Transport	AIR	SEA
	SURFACE	✓ OTHERS

## PLEASE STATE

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| <ul style="list-style-type: none"> <li>Quantity discount and early payment discount</li> <li>Separate quote for estimated transportation &amp; insurance charges</li> </ul> | <ul style="list-style-type: none"> <li>Availability of local service in country of final destination</li> <li>Details on any warranty/guarantee conditions.</li> <li>Delivery period.</li> </ul> |
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## SUBMISSION REQUIREMENTS

All quotations duly signed and stamped shall be submitted by electronic mail (in PDF format) to the following secure e-mail box: [lao.procurement@undp.org](mailto:lao.procurement@undp.org) or in sealed envelopes via mail/express mail or by hand to the address below not later than 15:00 local time 13 March 2009:

UNDP CO Lao PDR  
Lanexang Ave, PO BOX 345,  
Vientiane, Lao PDR

Late bids will be rejected.

**ATTENTION:** Please indicate on the envelop or on e-mail subject the RFQ reference i.e. "RFQ/009/09". UNDP will not be responsible for postal delays, if any, in the delivery of the bid documents or non-receipt of the same. Applicants with questions regarding this bidding should send them in writing (fax or E-mail) to:

UNDP CO Lao PDR , e-mail: [lao.procurement@undp.org](mailto:lao.procurement@undp.org) , Attn. Procurement Unit



Back

Projects'  
logos



Operators'  
logos



**BAN  
CLUSTER  
BOMBS**



Donors'  
flags



TOGETHER WE WILL MAKE IT HAPPEN  
ຮ່ວມມືກັນພວກເຮົາຕ້ອງເຮັດໃຫ້ໄດ້

Front

<p>4 ເມສາ ວັນສາກົນ ລົບພະລົງກິດຈະກຳກ່ຽວກັບ ຄວາມສ່ຽງຕໍ່ລະເບີດບໍ່ກັນແຕກຕົກຄ້າງ</p>	<p>April 4 International Day for Mine Awareness and Assistance in Mine Action</p>
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WE SIGNED THE TREATY SO  
MAKE IT HAPPEN

ພວກເຮົາໄດ້ເຊັນສົນທິສັນຍາຮວ່ມກັນ  
ພວກເຮົາຕ້ອງເຮັດໃຫ້ໄດ້