



Organization for Security and  
Co-operation in Europe  
Programme Office in Dushanbe

## REQUEST FOR QUOTATION

RFQ/TAJ/014/2024

**Supply and Delivery of Mobile Disinfection Unit on trailer chassis to the OSCE Programme Office in Dushanbe.**

Ref.: PR No. 706836

Date: 20 August 2024

The OSCE Programme Office in Dushanbe has a requirement for **Supply and Delivery of Disinfection unit on trailer chassis** on one-off purchase base and kindly asks you to provide your responsive quotation as per requirements stipulated below.

### Submission Guidance:

Your quotation shall be submitted **electronically (i.e. only via e-mail)** before the closing deadline following the submission instructions below:

1. In all communication related to the present process please refer in the e-mail «Subject» line: **RFQ/TAJ/014/2024 Supply and Delivery of Disinfection unit on trailer chassis to the OSCE POiD.**
2. Use Annex I, Annex II, Annex III and Annex IV forms for the submission of your quotation. Additional information shall be provided on a separate sheet. Information sheet about products, brochures, photos, if applicable needs to be submitted together with the quotation.
3. Scan the documents as Adobe Acrobat PDF document.
4. Compress the scanned PDF document using \*.zip format.
5. The maximum size of zipped file should not exceed 18 000 KiloBytes. In case of exceeding, please send the information in separate e-mails.

**Deadline for submission of quotations: before 24:00 hrs (GMT+5) on 10 September 2024.**

**QUOTATIONS SHALL BE ADDRESSED ONLY TO: [tenders-tj@osce.org](mailto:tenders-tj@osce.org)**

*Quotations delivered to any other email address than [tenders-tj@osce.org](mailto:tenders-tj@osce.org) will be rejected.*

Questions related to the present Request for Quotations shall be sent directly to the e-mail [tenders-tj@osce.org](mailto:tenders-tj@osce.org)

No phone calls please.

### Special note:

Any Purchase Order (PO) will be subject to the OSCE **General Conditions of Contract (GCC)**, which can be viewed at <http://www.osce.org/procurement>.

Eligibility criterion: suppliers need to meet the following requirements in order to be registered as OSCE Vendors:

- A minimum of three years relevant business experience
- Completion of the Vendor Registration Form (Annex-III).
- Copy of registration Certificate (TIN, Abstract, any other relevant documents);
- VAT Certificate (if applicable);
- Copy of licenses, permits (if applicable);
- Proof certifications (where applicable);

**Payment note:** Payment to local companies shall be made in TJS by converting prices expressed in EUR into amounts in TJS at exchange rate published by the National Bank of Tajikistan at an invoice date.

The supplier/vendor shall be bound by the terms of the OSCE Supplier Code of Conduct (Annex V - OSCE Supplier Code of Conduct) as far as applicable to its role.

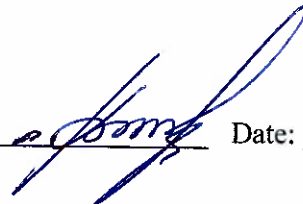
List of Annexes:

1. Annex I – Price Schedule
2. Annex II – Technical Specification and Schedule of Requirements
3. Annex III - Vendor Registration Form
4. Annex IV – Instruction for Bidders – RFQ
5. Annex V - OSCE Supplier Code of Conduct

Sincerely yours,

Mr. Irakli Chitanava

Chief of Fund Administration

 Date: 20/08/2024

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

Authorized representative's name and stamp/signature:  
\_\_\_\_\_

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