



UNOPS

Towards Ecosystem-Based Management of the Humboldt Current Large Marine Ecosystem

REQUEST FOR QUOTATION (RFQ) WORK IN CHILE

Date: 15.11.2012

Dear Sir/Madam,

Subject: Request for Quotation to update five¹ thematic assessments in existing Transzonal Diagnostic Analysis (TDA) documentation relating to the status of the Humboldt Current Large Marine Ecosystem (HCLME) in the Chilean sector. These studies will provide an input to a new TDA identifying the problems faced by the HCLME. The studies will follow the NOAA² Large Marine Ecosystem (LME) modular approach.

Project: Humboldt Large Marine Ecosystem (HCLME) UNDP PIMS 4147

Case reference: LME-5-Chile-Nov-2012

1. The United Nations Office for Project Services (hereinafter "UNOPS") is pleased to invite you to submit a quotation for supply of the services described in Annex I to this Request for Quotation.
2. We would appreciate receiving your quotation on or before 30.11.2012 via e-mail MichaelA@unops.org cc LenkaL@unops.org to the attention of Michael J. Akester. Please specify the above project and case reference number on your quotation.
3. Any requests for clarification should be referred to:
Michael J. Akester (MJA) MichaelA@unops.org + Mariano Gutierrez (MGT) MarianoG@unops.org cc Maria Angela Barbieri (MAB) IFOP Chile angela.barbieri@ifop.cl

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MarianoG@unops.org cc Maria Angela Barbieri (MAB) angela.barbieri@ifop.cl

¹ As can be seen in footnote 2 and the ToR at Annex I, there are 5 thematic studies to be delivered: 1) Productivity; 2) Fish & Fisheries; 3) Pollution & Ecosystem Health; 4) Socioeconomic aspects; and 5) Governance. You can bid for one or more of the studies. In the event that a proposal is submitted for more than one study evidence of expertise and experience needs to be provided for all of the thematic studies covered in the proposal.

² http://www.lme.noaa.gov/index.php?option=com_content&view=category&layout=blog&id=48&Itemid=79

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4. Your quotation shall include Technical and Financial proposals detailed as follows:
 1. A clear indication as to the number of thematic studies you are submitting a proposal for (see footnote 1) and the timing for each within the allocated period December 2012 – March 2013 inclusive.
 2. Brief approach and methodology as well as P.11 forms³ (NB only complete the following areas on the P11 form: 1-14; 16; 22; 24 (Universities only); 25; 26 (up to 10 most relevant publications); and 27 (last 3 employers only) for proposed staff/personnel in response to the Terms of Reference as per Annex I.
 3. Fixed overall quotation in a single currency (see Annex II) with the following structure:
 - a. Name(s) of consultant(s)
 - b. Number of working days (up to 30 per study) and daily fee
 - c. Daily subsistence allowance if applicable
 - d. Number of local travels and costs if applicable
 - e. Other costs
 - f. TOTAL
 4. Completed Previous Experience Form (see Annex III)
5. UNOPS evaluates the quotations based on best value, i.e. best quality and cost-effectiveness of the proposed offers. The following aspects will be considered for the evaluation
 - (a) Suitability of the approach and methodology including firm's capacity to undertake the services
 - (b) Qualifications and suitability of the staff/personnel proposed for the assignment including their previous experience with same type of assignment
 - (c) Cost-effectiveness of price quotation
6. A contract may be awarded to the bidder having submitted the quotation representing the best value for UNOPS. However, UNOPS reserves the right to accept or reject any quotation, and to cancel the process and reject all quotations, at any time prior to the award of contract, without thereby incurring any liability to the Bidders or any obligation to inform the Bidders of the grounds for such action.
7. UNOPS reserves the right to make multiple arrangements for any item or items.
8. In the event of a Contract the UNOPS General Conditions will apply.
9. **Supplier eligibility.** Suppliers shall not be eligible to submit an offer and to be awarded a contract when at the time of bid submission:
 - (a) Suppliers are already suspended by UNOPS, or,

³ The UN Standard Application Form P.11 can be downloaded at: <http://www.pnud.cl/vacantes/index.asp> see base of webpage.

- (b) Supplier's names are mentioned in the UN 1267 list of Terrorists issued by the Security Council resolution 1267, which establishes a sanctions regime to cover individuals and entities associated with Al-Qaida and/or the Taliban, or,
- (c) Suppliers are suspended by the UN Procurement Division (UN/PD), or,
- (d) Suppliers have been declared ineligible by the World Bank.

Furthermore, as a condition of doing business with UNOPS it is necessary that suppliers, their subsidiaries, agents, intermediaries and principals cooperate with the Office of Internal Oversight Services (OIOS) of the United Nations, UNOPS Internal Audit and Investigations Group (IAIG) as well as with other investigations authorized by the Executive Director and with the UNOPS Ethics Officer (during preliminary reviews in line with UNOPS whistle blower policy) as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives, agents and assignees of the supplier; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNOPS to repudiate and terminate the contract, and to debar and remove the supplier from UNOPS's list of registered suppliers.

10. Information regarding Bid Protest can be found at:

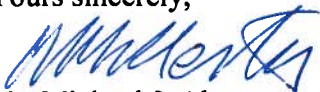
<http://www.unops.org/english/whatwedo/services/procurement/Pages/Procurementpolicies.aspx>

11. UNOPS strongly encourages all Bidders to subscribe to the Tender Alert Service available on the United Nations Global Market Place (www.ungm.org). This will allow Bidders to be notified automatically of all UNOPS business opportunities for the products and services for which they have registered. Instructions on how to subscribe to the Tender Alert Service can be found in the UNGM Interactive Guide for Suppliers.

12. UNOPS will effect payment within 30 days after receipt of original payment documentation. Part-payments can be made as outlined in the ToR.

We look forward to receiving your quotation.

Yours sincerely,



Mr. Michael J. Akester
Avenida del Ejército 750, Magdalena del Mar, Lima 17, Perú



Annexures

1. Terms of Reference (Annex I - 5 separate pdf files)
2. Quotation (Annex II)
3. Previous Experience Form (Annex III)

ANNEX I - SERVICES: TERMS OF REFERENCE (ToR)

Five ToR in pdf format as attached in separate files to this e-mail.

ANNEX II FINANCIAL OFFER

Name(s) of consultant(s) (a)	Number of working days (b)	Daily fee (c)	Daily subsistence allowance if applicable (d)	Total (e)=(b)x((c)+(d))
GRAND TOTAL				

National travels if applicable (a)	Quantity (b)	Cost (c)	Currency (d)	Total (e)=(b)x(c)
GRAND TOTAL				

Other Costs (description)	Cost
GRAND TOTAL	

ANNEX III: PREVIOUS EXPERIENCE FORM

Previous Experience				
Description of services/goods/works/	Country	Total amount of contract	Contract Identification and Title and Contact details of Client: (Name, Address, telephone, email, fax)	Year project was undertaken

Authorized Signature: _____

Date: _____

