**PRICE QUOTATION FORM**

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| **Name of Bidder:** |  |
| **Date of the quotation:** | Click here to enter a date. |
| **Request for quotation Nº:** | **UNFPA/BKK/RFQ/25/002 –**  **For the establishment of Long-Term Agreement (LTA) for the Provision of Translation and Interpretation Services** |
| **Currency of quotation:** | • Thai Baht (THB) for companies/institute registered under the laws of the Kingdom of Thailand  • US dollars (USD) or any other convertible currency for companies/institute registered outside the Kingdom of Thailand |
| **Validity of quotation: Please identify**  *(The quotation must be valid for a period of at least 3 months after the submission deadline* | |
|  | |

* Quoted rates must be **exclusive of all taxes**, since UNFPA is exempt from taxes.
* **Lot 1: Translation Service:**

|  |  |
| --- | --- |
| **Description** | **Rate per word**  **(Please specify currency)** |
| English <=> Thai |  |
| English <=> Khmer |  |
| English <=> Bahasa Indonesia |  |
| English <=> Lao |  |
| English <=> Vietnamese |  |

* **Lot 2: Interpretation Service:**

|  |  |  |
| --- | --- | --- |
| **Description** | **Unit** | **Unit Price (Please specify currency)** |
| English <=> Thai | Per half day |  |
| Per day |  |
| English <=> Khmer | Per half day |  |
| Per day |  |
| English <=> Bahasa Indonesia | Per half day |  |
| Per day |  |
| English <=> Lao | Per half day |  |
| Per day |  |
| English <=> Vietnamese | Per half day |  |
| Per day |  |
| Wireless System   * 12-'CH-. IND Receivers (50 headsets) * Translator Booth * 4-CH.IND Transmitter * Interpreter Unit * Technician Service * Set up/Dismantle | Per half day |  |
| Per day |  |

**Remark:**

* The Bidder(s) can bid for Translation Services, or Interpretation Services, or both, covering all languages stipulated in the TOR.
* Travel: Should travel be necessary and authorized by UNFPA, the expenses will be calculated as follows: economy-class airfare, regardless of the length of travel. Accommodation, meals and incidentals shall not exceed applicable daily subsistence allowance (DSA) rates, as promulgated by the International Civil Service Commission (ICSC). Travel expenses will be reimbursed at actual cost upon submission of receipt, used ticket/boarding pass, but not exceeding the threshold specified in the UNFPA’s travel policy.
* The Service Providers located within the Bangkok Metropolitan Region are not eligible for travel expense reimbursement, if the event(s) takes place within the Bangkok Metropolitan Region.

*Vendor’s Comments:*

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/BKK/RFQ/25/002 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

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| --- | --- | --- |
|  | Click here to enter a date. |  |
| Name and title | Date and place | |