**RFP23-5933**

# FINANCIAL PROPOSAL SUMBISSION FORM – GOODS

##### **INSTRUCTIONS TO BIDDERS**

In their financial proposal, bidders should detail as much as possible the price requested in response to the technical specifications.

Wherever possible, the unit prices of the individual goods should be indicated, followed by the total amount (including any additional services and any other costs associated with the delivery of the goods).

Good detail in their financial proposal helps bidders to give clarity and transparency to their proposal and makes it easier for SPC to score the proposals received.

The contract to be concluded with the selected bidder must mention all the costs incurred for the execution of the assignment entrusted to him (including insurance, packaging, delivery costs, unloading, etc., where applicable). No additional costs can be claimed from SPC after the contract has been signed.

Bidders must also mention any special conditions relating to the amount of their proposal or the terms of payment.

The financial proposal must be submitted tax Inclusive in accordance with the applicable legislation. However, the final amount of the awarded contract may be paid to the successful bidder inclusive or exclusive of taxes, depending on the tax exemptions enjoyed by SPC as an intergovernmental organisation in its member countries and territories.

The following form is given so the bidder submits its financial proposal to SPC.

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##### **BIDDER’S FINANCIAL PROPOSAL – GOODS**

SUMMARY OF TENDER- (To be completed and submitted with Tender)

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| **OPTION ONE – Enclosed Set** |
| Item | Description | Lump sum Price *[Currency]* | Total quantity | Total Price (VEP) *[Currency]* |
|  | Preliminary (Surface preparation costs, mobilisation costs, …) | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply one of 500 kVA standby rated diesel generator enclosed set complete with weatherproof acoustic surround and removeable panel doors. | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Installation one of 500 kVA 415V 50Hz standby diesel generator enclosed set. | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply and installation of generator Automatic Transfer Switch. | *[unit price]* | *[quantity]* | *[total amount]* |
|  | First fill of diesel oil at full tank capacity. |  | *[quantity]* | *[total amount]* |
|  | Supply and Installation of lockable cabinet with generator tools. Refer Clause 6.4.12 | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply and Installation of stainless-steel exhaust system (including support system for exhaust and make good of building walls). | *[unit price]* | *[quantity]* | *[total amount]* |
|  | All other items not included above. (Please Specify\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply of Shop Drawings (Only Architectural DWGs will be provided).  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Testing and Commissioning.  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply of As Installed Drawings.  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply of Installation Manuals.  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Twelve (12) months Maintenance. | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Contingency Sum. |  |  | $ 5,000 - 00 |
| **TOTAL TENDER PRICE (VAT Exclusive) FJD $** | *[Total 1]* |
| **VAT @ 15% $** | *[Total 1]* |
| **TOTAL TENDER PRICE (VAT Inclusive) FJD $** | *[Total 1]* |

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| **OPTION TWO- Closed Set** |
| Item | Description | Lump sum Price *[Currency]* | Total quantity | Total Price (VEP) *[Currency]* |
|  | Preliminary (Surface preparation costs, mobilisation costs, …) | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply one of 500 kVA standby rated diesel generator open set | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Installation one of 500 kVA 415V 50Hz standby diesel generator open set | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply and installation of generator Automatic Transfer Switch. | *[unit price]* | *[quantity]* | *[total amount]* |
|  | First fill of diesel oil at full tank capacity. |  | *[quantity]* | *[total amount]* |
|  | Supply and Installation of lockable cabinet with generator tools. Refer Clause 6.4.12 | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply and Installation of stainless-steel exhaust system (including support system for exhaust and make good of building walls). | *[unit price]* | *[quantity]* | *[total amount]* |
|  | All other items not included above. (Please Specify\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply of Shop Drawings (Only Architectural DWGs will be provided).  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Testing and Commissioning.  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply of As Installed Drawings.  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Supply of Installation Manuals.  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Twelve (12) months Maintenance.  | *[unit price]* | *[quantity]* | *[total amount]* |
|  | Contingency Sum. |  |  | $ 5,000 - 00 |
| **TOTAL TENDER PRICE (VAT Exclusive) FJD $** | *[Total 1]* |
| **VAT @ 15% $** | *[Total 1]* |
| **TOTAL TENDER PRICE (VAT Inclusive) FJD $** | *[Total 1]* |

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### **SCHEDULE OF RATES** (To be completed and submitted with Tender)

The following Schedule of Rates shall be used as a basis to value variations (either additions or deletions) and progress claims for this Contract. Rates shall include all overheads (including on and off site supervisory staff, allowance etc.) profit and VAT. Rates for equipment and materials are that delivered to site, without installation (Unless otherwise stated)

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Description | Unit  | Total Amount (VEP) *[Currency]* |
|  | Licensed Technician (Generator Services) | Per hour | *[total amount]* |
| 1.
 | Technician (Generator Services) | Per hour | *[total amount]* |
|  | Licensed Electrician | Per hour | *[total amount]* |
|  | Electrician | Per hour | *[total amount]* |
|  | Unskilled Labour | Per unit | *[total amount]* |
|  | On Cost Percentage Mark-Ups |
|  | a. Labour |  |  | % |
|  | b. Material |  |  | % |
|  | c. Plant |  |  | % |

No payment will be made for items which have not been priced. Such items are deemed to be covered by the financial offer.

Bidders will be deemed to have satisfied themselves, before submitting their proposal and to its correctness and completeness, taking into account of all that is required for the full and proper performance of the contract and to have included all costs in their rates and prices.

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| **For the Bidder:** *[insert name of the company]* |
| Signature:Name of the representative: *[insert name of the representative]*Title: *[insert Title of the representative]* |
| Date: *[Click or tap to enter a date]* |