

Invitation to bid (ITB) for goods

Provision of classroom equipment and didactics for eight schools in Obrenovac , Svilajnac and Paracin

ITB No. **UNOPS-SFRS-2015-G-005**

Date: 28 January 2015

**Invitation to bid (goods)
Provision of classroom equipment and didactics for eight schools
in Obrenovac, Svilajnac and Paracin****ITB No.UNOPS-SFRS-2015-G-005****Section 1: Bid data**

Bid number:	ITB-UNOPS-SFRS-2015-G-005
Project:	00090845 - Serbia Floods Rehabilitation Support
Project:	00090845 – Norwegian MFA Serbia Floods Rehabilitation Support
Procurement official's name:	Nenad Nakic
Email:	nenadh@unops.org
Telephone number:	+38111 2445-687
Facsimile:	+38111 2445-687
Issue date:	28 January 2015

Pre-bid conference / site visit – NOT APPLICABLERequests for clarifications due Requests for clarification from bidders will not be accepted any later than 4 days before the Deadline for Bid Submission.UNOPS clarifications to bidders due Responses to requests for clarification shall be communicated to bidders by posting responses on UNOPS web site (www.unops.org), LBHT web site (<http://www.sagradimodom.org>) and European PROGRES website (www.europeanprogres.org) under ITB Case No. UNOPS-SFRS-2015-G-005.Bid due:

Date:	17 February 2015
Time:	12:00h noon, CET

Planned award date:

Date:	February 2015
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Planned contract start date delivery date (on or before)

Date:	February 2015
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Obrenovac, Svilajnac and Paracin
ITB No.UNOPS-SFRS-2015-G-005**

Section 2: ITB letter

UNOPS plans to procure basic classroom equipment and didactics for eight schools in Obrenovac, Svilajnac and Paracin as defined in accordance with these documents. UNOPS now invites sealed bids from qualified bidders for providing the requirements as defined in the UNOPS specification attached hereto. Bids must be received by UNOPS at the address specified not later than **12:00 a.m. CET (Serbian time zone UTC+01:00) on 17 February 2015.**

This ITB is conducted in accordance with the UNOPS Procurement Manual and all other relevant directives and issuances and can be accessed by following the below link. For clarification on specific issues or to learn more details about procurement at UNOPS bidders are encouraged to consult the UNOPS Procurement Manual. In case of contradictions between this ITB and the UNOPS Procurement Manual, the UNOPS Procurement Manual shall prevail.

<http://www.unops.org/SiteCollectionDocuments/Procurement/UNOPS%20procurement%20manual%20EN.pdf>

This UNOPS ITB consists of five sections and a series of annexes which will be completed by bidders and returned with their bid:

- ITB Section 1: Bid data sheet
- ITB Section 2: ITB letter (this document)
- ITB Section 3: Instructions to bidders
- ITB Section 4: UNOPS technical specifications
- ITB Section 5: UNOPS General Conditions of Contract for Goods

Annex A	Bid/No Bid Confirmation Form
Annex B	Check List Form
Annex C	Bid Submission, Technical and Price Schedule Offer Form
Annex D	UNGM Vendor registration form

Interested bidders may obtain further information by contacting this email address:
srpc.procurement@unops.org

Pre-cleared by:

Date: 29/01/2015



Bozidar Radivojevic
Procurement Officer

Approved by:

Date:



Graeme Tyndall
UNOPS Serbia Operations Centre Manager

Invitation to bid (goods) Provision of classroom equipment and didactics for eight schools in Obrenovac, Svilajnac and Paracin

ITB No.UNOPS-SFRS-2015-G-005

Section 3: Instructions to bidders

1.1. Introduction

UNOPS means the United Nations Office for Project Services, with offices located in more than 80 countries worldwide.

Effective with the release of this ITB, all communications must be directed only to UNOPS Procurement Unit by email at srpc.procurement@unops.org. Bidders must not communicate with any other personnel of UNOPS regarding this ITB.

1.2. Eligibility and pre-qualification criteria

Bidders must not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UNOPS to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods under this invitation to bid.

Bidders must not be under a declaration of ineligibility for corrupt and fraudulent practices published by UNOPS on its website. Bidders must meet the eligibility criteria as published on the [UNOPS website](#).

When the bidder is not the manufacturer of the goods, and if so required in the UNOPS technical specifications/statement of work (section 4 of this ITB) the bidder shall be duly authorized by the manufacturer of the goods to submit this bid by completing annex J and returning it with its bid, assuring full guarantee and warranty obligations as per the contract.

The bidder must have the required and relevant experience and financial and production capability necessary to perform the contract as specified in the UNOPS technical specifications/statement of work (section 4 of this ITB)

Bidders may be disqualified if they have made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or record of poor performance such as, not properly completing contracts, inordinate delays in completion, litigation history, financial failures etc.

1.3. Cost of bid

The bidder shall bear all costs associated with the preparation and submission of its bid. UNOPS will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the solicitation process.

1.4. Content of solicitation documents

The goods required, bid procedures and contract terms are prescribed in these solicitation documents, contents of which are listed in the cover section, invitation to bid.

Bids must offer goods for the total requirement, unless otherwise permitted in the solicitation document. Bids offering only part of the goods may be rejected unless permitted otherwise in the solicitation document. The bidder is expected to examine all corresponding instructions, forms, terms and specifications contained in the solicitation documents. Failure to furnish all information required by

these documents or submission of a bid that does not comply with these documents will be at the bidder's risk and may affect the evaluation of the bid.

1.5. Clarification of solicitation documents

1.5.1. A prospective bidder requiring any clarification of the solicitation documents may notify UNOPS in writing at UNOPS mailing address or email address indicated in the ITB indicated in the ITB. UNOPS will respond in writing to any request for clarification of the solicitation documents that it receives by the due date outlined on page 1. Written copies of UNOPS response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective bidders that have received the solicitation documents.

If the ITB has been advertised publicly, the results of any clarification exercise (including an explanation of the query but without identifying the source of inquiry) will be posted on the UNOPS website and UNGM.

1.6. Amendments of solicitation documents

At any time prior to the deadline for submission of bids, UNOPS may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the solicitation documents by amendment.

All prospective bidders that have received the solicitation documents will be notified in writing of all amendments to the solicitation documents. For open competitions, all amendments will be posted on the UNOPS website in the tender notice.

In order to afford prospective bidders reasonable time in which to take the amendment into account in preparing their bids, UNOPS may, at its discretion, extend the deadline for the submission of bid. UNOPS may, at its discretion, cancel the requirement in part or in whole.

1.7. Language of bids

The bids prepared by the bidder and all correspondence and documents relating to the bid exchanged by the bidder and UNOPS, shall be written in English. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an appropriate translation of all relevant passages in English. In any such case, for interpretation of the bid, the translation shall prevail. The sole responsibility for translation and the accuracy thereof shall rest with the bidder.

1.8. Documents comprising the bid

Bidders shall not submit more than one bid per bidder in this ITB process, with the exception of alternative offers if so provided for in ITB Section 4, UNOPS technical specifications.

The bid prepared by the bidder shall comprise the following components:

ITB submission (on or before bid due date) 12:00 a.m. CET (Serbian time zone UTC+01:00) on 17 February 2015:

As a minimum, bidders shall complete and return the below listed documents (annexes to this ITB) as an integral part of their bid. Bidders may add additional documentation to their bids as they deem appropriate.

Failure to complete and return the below listed documents as part of the bid may result in bid rejection.

Part of bid	Check list form (Annex B hereto)
Part of bid	Signed Bid submission, technical and price schedule offer form (Annex C hereto)

If after assessing this opportunity you have made the determination not to submit your bid we would appreciate if you could return this form indicating your reasons for non-participation.

Pre-submission:

Bidders are requested to complete and return the Bid/No Bid Confirmation Form prior to the submission deadline indicating whether they do or do not intend to bid.

Stand-alone document	Bid/no bid confirmation form (Annex A hereto)
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1.9. Bid prices

The bidder shall indicate on the appropriate bid price sheet contained in these solicitation documents the prices of the goods it proposes to supply under the contract.

The price of the goods shall be quoted as per Incoterms mentioned in the Price Schedule Form.

Fixed price: Prices quoted by the bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected, pursuant to ITB Clause 24.

1.10. Bid currencies

All prices shall be quoted in RSD – Republic of Serbia Dinar for domestic companies and in USD (US Dollar) for foreign companies.

UNOPS reserves the right not to reject any bids submitted in another currency than the mandatory bidding currency stated above. UNOPS may accept bids submitted in another currency than stated above if the bidder confirms during clarification of bids (1.18) in writing that it will accept a contract issued in the mandatory bid currency and that for conversion the official United Nations operational rate of exchange of the day of ITB deadline as stated in the ITB letter shall apply.

Regardless of the currency of bids received, the contract will always be issued and subsequent payments will be made in the mandatory bidding currency above.

1.11. Bid security - DOES NOT APPLY TO THIS ITB

1.12. Period of validity of bids

Bids shall remain valid for 120 days after the date of bid submission prescribed by UNOPS, pursuant to the deadline clause. A bid valid for a shorter period may be rejected.

In exceptional circumstances, UNOPS may solicit the bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. Bid security provided shall also be suitably extended. A bidder may refuse the request without forfeiting its bid security.

1.13. Format and signing of bids

The bid shall be typed or written in indelible ink and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the contract. The latter authorization shall be indicated by written power-of-attorney accompanying the bid.

A bid shall contain no interlineations, erasures, or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initialled by the person or persons signing the bid.

1.14. Sealing and marking of bids

The bidder shall seal the bid in an envelope, as detailed below:

Any envelope should be marked with ITB-UNOPS-SFRS-2015-G-005 and be addressed as follows for mailing or hand deliveries:

*****CONFIDENTIAL BID - DO NOT OPEN UNLESS AUTHORIZED UNOPS RSPC*****

United Nations Office for Project Services

Sumatovacka 59, 11 000 Belgrade

Republic of Serbia

Att.: Chair Person, Proposal Opening Committee. Case No.: UNOPS-SFRS-2015-G-005

If the envelope is not sealed and marked as per the instructions in this clause, UNOPS does not assume responsibility for the bid's misplacement or premature opening.

1.15. Deadline for submission of bids

Bids must be received by UNOPS at the email address/office address specified under clause sealing and marking of bids not later than **12:00 a.m. CET (Serbian time zone UTC+01:00) on 17 February 2015**. All bids will be opened shortly thereafter.

UNOPS may, at its discretion, extend this deadline for the submission of bids by amending the solicitation documents in accordance with clause Amendment of solicitation documents, in which case all rights and obligations of UNOPS and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

1.16. Late bid

Any bids received by UNOPS after the deadline for submission of bids prescribed by UNOPS, pursuant to clause "Deadline for submission of bids", will be rejected. Where a bid security was requested any such bid security will be returned to the bidder after contract award has been made.

1.17. Modification and withdrawal of bids

The bidder may withdraw their bid after the bid's submission, provided that written notice of the withdrawal is received by UNOPS prior to the deadline prescribed for submission of bids.

The bidder's withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of the clause 'Deadline for submission of bids'. No bid may be modified subsequent to the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity.

1.18. Clarification of bids

To assist in the examination, evaluation and comparison of bids, UNOPS may, at its discretion, ask the bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted. UNOPS will review minor informalities, errors, clerical mistakes, apparent errors in price and missing documents in accordance with the UNOPS Procurement Manual 8.9 Discussions with vendors.

1.19. Preliminary screening

UNOPS will examine the bids to determine whether they are complete, the documents have been properly signed, the bids are generally in order, and there are no computational errors in the Price Schedule.

1.20. Determination of compliance

Compliance refers to whether or not the bid substantially meets the quantitatively and qualitatively defined criteria as per the requirements and other qualification criteria as stated in the solicitation documents. If the offer complies with all the criteria specified in the solicitation documents such as pre-qualification and eligibility requirements, the offer is deemed substantially compliant.

1.21. Evaluation steps

All bids found substantially compliant with the formal criteria under 1.19 Preliminary screening will go through subsequent evaluation as follows:

- a. Pre-qualification and eligibility criteria as outlined in the UNOPS technical specifications/statement of work as contained in this ITB are evaluated prior to technical and financial evaluation. Only bids meeting the minimum pre-qualification and eligibility criteria will be evaluated further.
- b. Technical evaluation will be conducted to establish substantial compliance. When the specifications of the item/s quoted vary in one or more significant aspect/s from the minimum required technical specifications, the bid will not be considered substantially compliant and will not be evaluated further.
- c. The prices of bids found to be substantially compliant will be compared to identify the most substantially compliant bid which represents the lowest overall costs to UNOPS.

1.22. Award criteria

Bidders must meet all the mandatory business criteria outlined in Annex C UNOPS technical specifications. The qualifications will be evaluated by UNOPS and bidders determined to have met all mandatory requirements will be considered for award.

UNOPS will award the contract to the best qualified contractor whose bid substantially conforms to the requirements set forth in the solicitation documents and offers the lowest overall cost to UNOPS. UNOPS reserves the right to conduct negotiations with the vendor regarding the contents of their offer. UNOPS reserves the right to accept or reject any bid, and to annul the solicitation process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for UNOPS action.

1.23 UNOPS right to vary quantities at time of award

At the time the contract is awarded, UNOPS reserves the right to increase or decrease the quantity of goods and related services originally specified in Section 4, Technical specifications/SOW, provided this does not exceed the percentages specified in Section 4, Technical specifications/SOW, and without any change in the unit prices or other terms and conditions of the bid and the bidding documents.

1.24 Notification of award

Prior to the expiration of the period of bid validity, UNOPS will notify the successful bidder in writing by email or letter, that its bid has been accepted. The notifications of award will constitute the formation of the contract. Please note that the bidder will be required to complete registration on the UNGM prior to the signature and finalization of the contract.

1.25 Signing of contract

At the same time as UNOPS notifies a successful bidder that its bid has been accepted, UNOPS will invite the bidder, provided the bidder is successfully registered on the UNGM, to sign the final version of the Contract Form provided in the solicitation documents, incorporating all agreements between the parties.

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Section 4: UNOPS technical specifications

A. Summary of requirements

Equipment List per School		
No.	Item	Total
LOT 1 – Equipment for Chemistry		
1	Laboratory heating plate	16
2	Electric balance - technical	6
3	Hoffman apparatus	5
4	Distillation apparatus	2
5	Kipp apparatus	2
6	Digital pH / mV / temperature measuring device	4
7	Desiccators	6
8	Periodic table of elements	36
9	Inorganic and Organic models set	11
10	Test tubes	30
11	Beaker	195
12	Beaker	150
13	Beaker	340
14	Beaker	45
15	Beaker	45
16	Beaker	45
17	Funnel	65
18	Funnel	117
19	Round bottom flask with cap	24
20	Round bottom flask with cap	37
21	Erlenmeyer flask	30
22	Erlenmeyer flask	95
23	Erlenmeyer flask	160
24	Erlenmeyer flask	25
25	Glass tank	7
26	Separating funnel	19
27	Graduated cylinder;	70
28	Graduated cylinder	67
29	Graduated cylinder	57
30	Graduated cylinder	60
31	Petri dish	97
32	Evaporating dish	52
33	Mortar & Pestle	43
34	Watch glass	50
35	Watch glass	40
36	Glass tube	15
37	Experimental bell	2
38	Schellbach's burette	5
39	Schellbach's burette	25
40	Schellbach's burette	105
41	Single burette clamp	15
42	Liebig condenser	19
43	Volumetric flask	42

44	Volumetric flask	46
45	Volumetric pipette	60
46	Bulb pipette	60
47	Pipette bulb filler	82
48	Stirring rod	300
49	Boston round bottle	145
50	Dropping funnel	10
51	Dropping funnel	6
52	Dropping funnel	6
53	Büchner funnel	8
54	Büchner funnel	11
55	Büchner funnel	7
56	Büchner funnel	7
57	Reagent bottle	105
58	Reagent bottle	75
59	Tray for drying laboratory glass	19
60	Tubes rack	93
61	Funnel holder	16
62	Funnel holder	11
63	Pipette holder	11
64	Test tube holder	105
65	Brush for cleaning the laboratory glassware	110
66	Brushes for cleaning the test tubes	135
67	Support stand	33
68	Double clamp	58
69	Universal clamp	68
70	Ring clamp	54
71	Ring clamp	54
72	Tripod	51
73	Tripod	16
74	Wire gauze with ceramic base	83
75	Spirits stove	43
76	Litmus paper blue	65
77	Litmus paper red	60
78	Filter paper	122
79	Bunsen burner	17
80	Storage for chemicals	3
81	Thermometers	9

LOT 2 – Equipment for Physic		
82	Experiment box set – Mechanics 1	3
83	Experiment box set – Mechanics 2	1
84	Ultrasonic motion sensor	1
85	Lab scale	5
86	Set of weights	5
87	Experiment box set – Heat	1
88	Experiment box set – Basic electrical circuits	3
89	Experiment box set – Basic electricity, magnetism and electrostatics	1
90	Experiment box set – Electrostatics	1
91	Experiment box set – Electronics	1
92	Universal circuit board	1
93	Demonstration voltmeter, DC	1
94	Demonstration ammeter, DC	1
95	Set of experiment leads	5
96	Digital multimeter	1

97	Transformer	1
98	Ammeter for students	1
99	Experiment box set – Optics	3
100	Demo physics board	1
101	Magnetic equipment set	3
102	Calipers	3
103	Micrometer	1
104	Digital timer	1
105	Electronic balance	2

LOT 3 – Equipment for Biology		
106	Stereo microscope	9
107	Dropper bottle, transparent	30
108	Dropper bottle, dark color	30
109	Animal cell model	4
110	Plant cell model	3
111	Human skeleton model	2
112	Brain model	5
113	Skin section	3
114	Classic heart with thymus	5
115	Circulatory system	5
116	Eye model	5
117	Ear model	5
118	Giant Dental Care Model	4
119	Lung model with Larynx	3
120	Kidney section	3
121	Functional knee joint	3
122	Functional Shoulder Joint	3
123	Stomach	3
124	Molar tooth with caries	3
125	Muscle figure	1
126	DNA double helix	4
127	Set of Microscope slides for school	4
128	Wall poster - Potato plant	4
129	Wall poster - Sunflower	4
130	Wall poster – Dandelion	4
131	Wall poster – Pine	4
132	Wall poster – Lizard	3
133	Wall poster – Frog	3
134	Wall poster – Carp	3
135	Wall poster – Digestive tract	3
136	Wall poster – Field horsetail	3
137	Wall poster – Yellow wall lichen	3
138	Wall poster – Wild rose	3
139	Wall poster – Brown mold	3
140	Wall poster – Fern	3
141	Wall poster – Water cycle in nature	3

LOT 4 – Equipment for History		
142	Serbian lands in the second half of XII century and first half of XIII century	4
143	Serbian lands and regions during the reign of the Serbian emperor Dusan	4

144	Serbian lands and regions during the reign of Serbian prince (knez) Lazar	4
145	Serbian lands and regions during the reign of Serbian despot Stefan	4
146	Serbian lands and regions during the reign of Serbian despot Djuradj	4
147	Map of Europe during XV century	4
148	Serbian lands during period from IX to X century	4
149	Map of Europe during XVI century	4
150	Map of the Ottoman empire during XVI-XVIII century	4
151	Map of Europe during XIX century	4
152	Balkan wars	4
153	World war I	4
154	World war II	4
155	Map stand	5
156	Wall poster – Karadjordjevic family tree	5
157	Wall poster – Obrenovic family tree	5
158	Wall poster – Petrovic family tree	5
159	Wall poster – Bourbons family tree	5
160	Wall poster – Habsburg family tree	5
161	Wall poster – Romanoff family tree	5
162	Wall poster – Osman family tree	5
163	Wall poster – Nemanjici family tree	5
164	Wall poster – Lazarevici family tree	5
165	Wall poster – Brankovici family tree	5
166	Wall poster – Kotromanici family tree	5
167	Wall poster – Palaiologos family tree	5
168	Wall poster – Mrnjavcevic family tree	5
169	Wall poster – Crnojevic family tree	5

LOT 5 – Equipment for Mathematic		
170	Basic set of rulers for geometry	10
171	Basic set of rulers for geometry	7
172	Plastic, cored models for geometry	12
173	Set of wire geometry bodies	8
174	Geometry bodies basic set	2
175	Cone with different types of cross-section	1
176	Cone with different types of cross-section	1
177	Set of geometric bodies with diagonal cross-sections	1
178	Rotation model- formation of the ball	1
179	Adjustable triangle with three angular diameters	1
180	Trigonometry functions model	2

LOT 6 – Equipment for Geography		
181	World map	6
182	World map	3
183	World map	6
184	Europe map	7
185	Europe map	3
186	EU Accession countries map	5
187	Map of Serbia	7
188	Classroom globe	3
189	Classroom globe	5
190	Whiteboard globe	5

191	Compass for demonstration	2
192	Anemometer	2
193	Barometer	2
194	Map stand	7
195	Roll file storage box	4
196	Geografic atlas on CD	1

LOT 7 – Equipment for Music

197	Orff Instruments	2
198	Melodica	10
199	Metallophone	10

LOT 8 – Equipment for Classes 1-4

200	Learning letters – Cyrillic	10
201	Russian Abacus	10
202	Poster alphabet – Cyrillic	10
203	Poster alphabet – Latin	10
204	Learning letters – Latin	10

LOT 9 – Equipment for Technical education

205	Bench vice	24
206	Accumulator drill	1
207	Steel ruler	4
208	Sliding bevel square	4
209	Scissors	32
210	Replacement saws for the fretsaw	5
211	Replacement saws for fretsaw	5
212	Workshop file set	4
213	Needle file set	4
214	Combination pliers	12
215	Long nose pliers	12
216	Nose pliers – round	12
217	Revolving hole punch pliers	8
218	Pincer	6
219	Precision vernier callipers	6
220	Micrometer calipers	2
221	Soldering iron	1
222	Drill on a stand	1
223	Magnetic needle	1
224	Sheet Metal Cutters Shears	32
225	Stand with magnetic needle	1
226	Screwdriver set	4
227	Wall panel	14
228	Moving billboard	4

NOTE: All items must comply with requirements laid down in the technical specifications. The required specifications present minimum requirements. Bidders may offer items with more advanced specs and such offers are accepted as appropriate.

Manufacturer's technical literature submitted with the offer must comply with the written specifications of the Bidder. In the event that there are differences between the submitted manufacturers' literature and written Bidder specification reasons for that must be explained in the Bidder specifications. Manufacturer's technical literature (brochures, booklets, instructions, etc.) should be submitted for each item offered (if applicable). The manufacturers' technical literature should be marked in an appropriate manner (i.e. model number - if applicable).

Bidder warrants that offered equipment is new and unused. Bidder shall further warrant that none of the supplies have any defect arising from design, materials or workmanship.

Where applicable items must be in compliance with the Law on health safety of products for general use Republic of Serbia.

Based on Clause 1.23 of the ITB section 3: Instructions to bidders, UNOPS reserves the right to increase or decrease the quantity of goods and related services originally specified in Section 4, Technical specifications and without any change in the unit prices or other terms and conditions of the bid and the bidding documents.

Bids per LOT are allowed. UNOPS reserves the right to make multiple contracts per Lots for this purchase.

For the ITB purposes the bidder shall provide the following documentary evidence:

1. Financial capability of the company
 - **Document from Business Registers Agency (APR) not older than 6 months**
 - **Tax administration receipt that the company paid all local and national taxes (not older than 6 months)**
 - **Financial statements and solvency reports for last 3 years to be provided.**

2. Experience and technical capacity
 - **At least 3 similar contracts executed successfully during the last 5 years. Reference letters to be provided.**
 - **Bidder should be in continuous business of manufacturing / supplying the specific product during the last 3 (three) years prior to bid opening.**
 - **Bidders shall provide catalogue, brochure or similar document that will prove the required technical characteristics of the product offered.**

B. Drawings

These bidding documents include no drawings.

C. Inspections and tests

There are no specific requirements related to inspections and tests.

D. Manufacturer's authorization form

Manufacturer's authorization is not required.

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ITB No. UNOPS-SFRS-2015-G-005

Section 5: UNOPS General Conditions of Contract

In the event of an order, the UNOPS General Conditions of Contract will apply. The conditions are available at: <http://www.unops.org/english/whatweneed/Pages/Guidelinesforsuppliers.aspx> under "what we need" > "Information for vendors" > "UNOPS General Conditions of Goods". If your company is unable to access the document, please send an email request to: srpc.procurement@unops.org and the UNOPS General Conditions of Contract will be sent to you electronically.

ANNEX A

Invitation to bid (goods) Provision of classroom equipment and didactics for eight schools in Obrenovac, Svilajnac and Paracin ITB No. UNOPS-SFRS-2015-G-005

Bid/no bid confirmation form

If after assessing this opportunity you have made the determination not to submit your bid we would appreciate if you could return this form indicating your reasons for non-participation.

Date:

To: UNOPS
 Nenad Nakic

Fax/email +381-11-243-5703
 nenadh@unops.org

From: _____

Subject ITB-UNOPS-SFRS-2015-G-005

YES, we intend to submit an offer.

NO, we are unable to submit a bid in response to the above mentioned invitation to bid due to the reason(s) listed below:

- The requested products are not within our range of supply
- We are unable to submit a competitive offer for the requested products at the moment
- The requested products are not available at the moment
- We cannot meet the requested specifications
- We cannot offer the requested type of packing
- We can only offer FCA prices
- The information provided for quotation purposes is insufficient
- Your ITB is too complicated
- Insufficient time is allowed to prepare a quotation
- We cannot meet the delivery requirements
- We cannot adhere to your terms and conditions (please specify: payment terms, request for performance security, etc.)
- We do not export
- Our production capacity is currently full
- We are closed during the holiday season
- We had to give priority to other clients' requests
- We do not sell directly but through distributors
- We have no after-sales service available
- The person handling the bids is away from the office
- Other (please provide reasons) _____
- _____
- We would like to receive future ITBs for this type of goods
- We don't want to receive ITBs for this type of goods

If UNOPS has questions to the bidder concerning this NO BID, UNOPS should contact Mr./Ms.(_____), phone/email (_____), who will be able to assist.

ANNEX B

Invitation to bid (goods)

Provision of classroom equipment and didactics for eight schools in Obrenovac, Svilajnac and Paracin

ITB No. UNOPS-SFRS-2015-G-005

Check list form

Bidders are requested to complete this form and return it as part of their bid submission.

Activity	Yes/No	Page no. in your bid	Remark
Have you duly completed all the bidding forms provided in the Instructions to bidders?			
<ul style="list-style-type: none"> • Bid/no bid confirmation 			
<ul style="list-style-type: none"> • Bid submission, technical and price schedule offer form 			
<ul style="list-style-type: none"> • UNGM Vendor registration 			
Have you provided the required information for qualification purposes as contained in ITB document 4: UNOPS Technical specifications/ including:			
<ul style="list-style-type: none"> • Document from Business Registers Agency (APR) not older than 6 months 			
<ul style="list-style-type: none"> • Tax administration receipt that the company paid all local and national taxes (not older than 6 months) 			
<ul style="list-style-type: none"> • Financial statements and solvency reports for last 3 years to be provided 			
<ul style="list-style-type: none"> • 3 reference letters to be provided 			
<ul style="list-style-type: none"> • Catalogue, brochure or similar document that will prove the required technical characteristics of the product offered 			

ANNEX C

Invitation to bid (goods)

Provision of classroom equipment and didactics for eight schools in Obrenovac, Svilajnac and Paracin

ITB No. UNOPS-SFRS-2015-G-005

Bid submission, technical and price schedule offer form Cover page

Bidders are requested to complete this form and return it as part of their bid submission.

This cover page, the specification and the price schedule form are an integral part of the bid submission form. Bidders are expected to return signed as part of their bid. The bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Date:

ITB No.: UNOPS-SFRS-2015-G-005

To: Procurement Unit

We, the undersigned, declare that:

- a. We have examined and have no reservations to the bidding documents, including amendment No.: _____ (Insert the number and issuing date of each amendment);
- b. We offer to supply in conformity with the bidding documents and in accordance with the delivery schedules specified in the Schedule of Requirements the following goods and related services _____ (Insert a brief description of the goods and related services);
- c. The total price of our bid, excluding any discounts offered in item (d) below, is: _____ (Insert the total bid price in words and figures, indicating the various amounts and the respective currencies);
- d. The discounts offered and the methodology for their application are:
Discounts: If our bid is accepted, the following discounts shall apply: _____ (Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies.)
Methodology of application of the discounts: The discounts shall be applied using the following method: _____ (Specify in detail the method that shall be used to apply the discounts);
- e. Our bid shall be valid for the period of time specified in Instructions to Bidders Sub-Clause 20.1, from the date fixed for the bid submission deadline in accordance with Instructions to Bidders Sub-Clause 24.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- f. If our bid is accepted, we commit to obtain a performance security in accordance with Instructions to Bidders Clause 44 and GCG Clause 12 for the due performance of the Contract;
- g. We have no conflict of interest in accordance with Instructions to Bidders Sub-Clause 4.2;
- h. Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by UNOPS, in accordance with Instructions to bidders Sub-Clause 4.3;
- i. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

- j. We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this ITB and will not engage in any such activity during the performance of any contract awarded.

Signed: _____ (Insert signature of person whose name and capacity are shown)

In the capacity of _____ (Insert legal capacity of person signing the Bid Submission Form)

Name: _____ (Insert complete name of person signing the Bid Submission Form)

Duly authorized to sign the bid for and on behalf of: _____ (Insert complete name of bidder)

Dated on _____ day of _____, _____ [insert date of signing]

Bid submission, technical and price schedule offer form

Bidders are requested to complete this form and return it as part of their bid submission. Bidders shall fill in the enclosed forms in accordance with the instructions indicated. Alternate bids will not be acceptable.

In the event of a supplier submitting more than one bid all bids marked alternative bids will be rejected and only the basic bid will be evaluated.

Technical offer

Bidders are encouraged to include any additional information regarding the goods they offer in this section in form of free text.

Comparative data/compliance table

To establish compliance of their bid with the UNOPS technical specifications/statement of work bidders must complete the right column of the below table and the compliance confirmation statement:

UNOPS minimum technical requirements	Bidders to fill-in
LOT 1 – Equipment for Chemistry	
Laboratory heating plate Temperature control Temperature up to 250 °C Power: 1500 W Steel plate diameter: 15 cm	
Electronic balance – technical Capacity: 3000 g Readability: 0,01g Repeatability (std. dev.): 0,01 g Pan diameter: 15-20 cm Digital display Computer connection	
Hoffman Electrolysis Apparatus Two graduated vertical glass tubes 50ml Bridging tube Central reservoir Platinum electrodes Support stand with plate for safe and simple clamping Storage case	
Distillation apparatus Glass Bottle round bottom , 25 ML, 14/23 Thermometer adapter SJ 14/23 Thermometer -10+200 C Liebig condenser SJ 14/23 Adapter pipe SJ 14/23	
Kipp apparatus Production of H ₂ , O ₂ , Cl ₂ , etc. Complete apparatus with bulbs, tube and sealing elements Capacity of the middle bulb 500 ml	
Digital pH / mV / temperature measuring device Measuring range (pH): 0,00 ... 14,00 pH Measuring range (redox): -1999 ... +1999 mV Measuring range (temperature): -20,0 ... +110,0 °C Analogue output: 1mV/digit Temperature compensation: manually or automatically Complete with ph-electrode, temperature probe, buffer capsules pH4 / pH7, 2x plastic bottles Storage case	
Desiccator Glass Vacuum with stopcock, diameter 150mm Ceramic plate 150mm	
Periodic table of elements	

Wall hanging Paper Mache on canvas or laminated paper Dimension approx.: 60x90cm	
Inorganic and Organic models set Set of min 100 parts covering inorganic and organic structures of acids, oxides, salts, diamond, sulphur ring, organic compounds Case and instructions	
Test tube 16x160 mm 100 pcs per pack	
Beaker Glass Low form 100 ml	
Beaker Glass Low form 150 ml	
Beaker Glass Low form 250 ml	
Beaker Glass Low form 400 ml	
Beaker Glass Low form 600 ml	
Beaker Glass Low form 1000 ml	
Funnel Glass Diameter: 80mm	
Funnel Glass Diameter: 100mm	
Round bottom flask 100 ml Cap NS 19	
Round bottom flask 250 ml Cap NS 29	
Erlenmeyer flask 50 ml	
Erlenmeyer flask 100 ml	
Erlenmeyer flask 250 ml	
Erlenmeyer flask 500 ml	
Glass tank Dimension approx.: 300x200x250 mm	
Separating funnel 100 ml Cone	
Graduated cylinder 10 ml	
Graduated cylinder 25 ml	

Graduated cylinder 50 ml	
Graduated cylinder 100 ml	
Petri dish Diameter: 100 mm Height: 20 mm Cover	
Evaporating dish Diameter: 100 mm 120 ml	
Mortar & Pestle 2 pieces Diameter: 90 mm – 1 pcs Diameter: 60 mm – 1 pcs	
Watch glass Diameter: 100 mm	
Watch glass Diameter: 60 mm	
Glass tube Diameter: 8 mm Length: 750 mm Pack of 1 kg	
Experimental bell 6 l Graduated	
Schellbach burette 10 ml	
Schellbach burette 25 ml	
Schellbach burette 50 ml	
Single burette clamp Nickel plated Capacity: 0-40 mm Jaws plastic coated	
Liebig condenser 300 mm	
Volumetric flask 1000 ml	
Volumetric flask 500 ml	
Volumetric pipette 10 ml	
Bulb pipette 10 ml	
Pipette bulb filler Rubber 25 ml 3 valves	
Stirring rod Length: 200 mm Diameter: 6 mm	
Boston round bottle Duran glass 100 ml Transparent Graduated GL 45 Screw cap and pouring ring	
Dropping funnel Duran glass 50 ml Cylindrical Graduated	



NS 29	
Dropping funnel Duran glass 100 ml Cylindrical Graduated NS 29	
Dropping funnel Duran glass 250 ml Cylindrical Polyethylene cap	
Buchner funnel Diameter: 55 mm	
Buchner funnel Diameter: 70 mm	
Buchner funnel Diameter: 90 mm	
Buchner funnel Diameter: 110 mm	
Reagent bottle 250 ml Transparent	
Reagent bottle 250 ml Amber	
Tray For drying laboratory glass Dimension approx.: 55x35x5 cm	
Tubes rack For tubes up to 22mm Autoclavable Capacity: 12 tubes	
Funnel holder For 2 funnels, funnel size 50 to 120 mm Plastic	
Funnel holder For 1 funnel, funnel size 50 to 120 mm Plastic	
Pipette holder For pipettes of different size Plastic	
Test tube holder Wooden L: 180mm	
Brush For cleaning laboratory glassware Diameter: 45mm	
Brushes For cleaning test tubes L: 190 mm	
Support stand Rectangular base plate Support rod length approx.: 75 cm	
Double clamp Up to 16mm diameter	
Universal clamp Jaws opening up to 80mm	
Ring clamp Diameter approx.: 50 mm	
Ring clamp Diameter approx.: 70 mm	
Tripod Inner diameter: 10 cm Height: 18 cm	

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Tripod Inner diameter: 10 cm Height: 7 cm	
Wire gauze ceramic centre Dimension: 150x150mm	
Spirits burner Stainless steel 60 ml	
Litmus paper Blue 100 pcs per pack	
Litmus paper Red 100 pcs per pack	
Filter paper Diameter: 11 cm 100 pcs per pack	
Bunsen burner Nickel plated brass Air regulation Pilot flame Lever stopcock Height: 150 mm For bottle gas, 11 mm	
Storage for chemicals Zink plated steel Dimension approx.: 35x40x30 cm Lock with key	
Glass calibrated laboratory thermometers -10 to +110 °C ; 1 piece -10 to +150 °C; 1 piece 0 to +360 °C; NS 1; 1 piece	
LOT 2 – Equipment for Physic	
Experiment box set – Mechanics 1 Experiments should explain mechanics of solids, liquids and gasses: density of a body, Hooke's law, dynamometer, action of forces – bending, combination of forces, centre of gravity of body, Levers, beam scale, fixed and movable pulley, model of a hydrometer, etc. Set should include amongst other: rails, dynamometer, pulleys, test tubes, manometers, lever arm, etc. Booklet with instructions on Serbian and English language Demonstration set for 30 experiments Case	
Experiment box set – Mechanics 2 Experiments should explain: linear motion, velocity, momentary velocity, accelerated motion, elastic and inelastic collisions, Newton's 1 st law, oscillation, spring swinger, pendulum etc. Set should include amongst other: rails, trolleys, slotted masses, digital timer with cable, power supply etc. Booklet with instructions on Serbian and English language Demonstration set for 20 experiments Case	
Ultrasonic motion sensor Distance measurements Measuring range: 0.25–10 m Resolution: 1 mm Sound travel time Measuring range: 2-60ms Sample rate: 50 Hz	
Lab scale Capacity: 100 g Precision: 0.02 g Made of steel 2 brass plates	

<p>Set of weights In storage box with lid. Set holds following weights: 0.01g, 0.02g, 0.05g, 0.1g, 0.2g, 0.5g, 1g, 2g, 5g, 10g, 20g, 50g, 100g Tweezers included.</p>	
<p>Experiment box set – Heat Experiments should explain: model of a thermometer, measurement of temperature, thermic behaviour of solids, thermic behaviour of liquids, thermic behaviour of gases, thermal conductivity of solids and liquids, heat radiation, temperature of mixture, specific heat of water, specific heat of solids, vaporisation and condensation, vaporisation, etc. Set should include amongst other: calorimeter, heat source, lab glass, power supply etc. Booklet with instructions on Serbian and English language Demonstration set for 20 experiments Case</p>	
<p>Experiment box set – Basic electrical circuits Experiments should explain: simple electric circuit, electric circuit with switch, conductors/non-conductors, electric circuit with changeover switch, series and parallel connection, measuring of voltage and current, electric resistance, etc. Set should include amongst other: digital multi-meter, battery cells, bulbs, cables, power supply etc. Booklet with instructions on Serbian and English language demonstration set for 15 experiments Case</p>	
<p>Experiment box set – Electricity, magnetism, electrostatics Experiments should explain following areas: magnetism, basics of electricity, heat energy, electromagnetism, electrochemistry, etc. Set should include amongst other: cables, wires, glow lamps, bulbs, electrodes, electric motor, magnetic needle, electroscopes, power supply, capacitor, resistors, switches, potentiometer, circuit board etc. Booklet with instructions on Serbian and English language Demonstration set for 40 experiments Case</p>	
<p>Experiment box set – Electrostatics Experiments should explain: forces between charged bodies, electroscopes, electric dance, etc. Set should include amongst other: electric whirl, friction rod, wimshurst machine, etc. Booklet with instructions on Serbian and English language Demonstration set for 8 experiments Case</p>	
<p>Experiment box set – Electronics Experiments should explain basics about electronic components and circuits (diodes, resistors, transistors, switches). Set should include amongst other: resistors, capacitors, diodes, transistors, power supply, etc. Booklet with instructions on Serbian and English language Demonstration set for 30 experiments Case</p>	
<p>Universal circuit board Number of 4mm sockets: 130 Socket separation: 19mm Dimension: 30x20x2cm</p>	
<p>Demonstration voltmeter, DC Voltage ranges: 1.5V, 3V, 15V</p>	
<p>Demonstration ammeter, DC Measurement ranges: 50mA, 500mA, 5A Scale division: 1 mA, 10 mA, 1A Accuracy: class 2 4 mm sockets</p>	
<p>Set of experiment leads Copper wire encased in PVC in minimum 3 different colors Conductor cross-section: 2.5 mm</p>	

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Continuous current: 32 A Plug and jack: 4 mm In set included minimum 15 leads Length range: 10–100 cm	
Digital multimeter DCV: 200 mV~600 V ACV: 200~600 V DCA: 300 μ A~10 A All ranges overload protected. Plastic housing	
Transformer Output voltages: 2-12 V Load capacity: min. 3 A Connection voltage: 230V, 50/60Hz Overcurrent circuit breaker	
Ammeter for students Measurement ranges: 100 μ A ~10A DC 10mA ~10A AC Accuracy: \pm 2% DC/ \pm 2.5% AC Frequency response: 45 ~ 400 Hz	
Experiment box set – Optics Experiments should explain: propagation of light, formation of shadow, reflection at a mirror, refraction of light, converging lens, diverging lens, focal length, human eye model, short-sightedness, long-sightedness, dispersion of light, diffraction and polarization etc. Set should include amongst other: mirrors, prisms (min 10 psc), lenses (min 20 psc), power supply, optical bench etc. Booklet with instructions on Serbian and English language Demonstration set for 20 experiments Case Transformer with output voltages from 2V to 12V and load capacity of 3A	
Demo physics board Steel panel coated with white scratch resistant surface Dimensions: 60x100cm	
Magnetic equipment set Storage tray 8 magnets minimum: rod magnet, clip magnet, flat bar magnet, disc magnet with hole, AlNiCo magnet	
Callipers Measuring range: 150mm Graduation: 1/20mm	
Micrometer Measuring range: 0–25mm Graduation: 0.01mm	
Digital timer Time range: at least 10 hours Clock rate: 1s	
Electronic balance Capacity: 200g Accuracy: 0.1 mg LCD display Scale pan: rounded ϕ =80mm Power supply	
LOT 3 – Equipment for Biology	
Stereo microscope Rotatable head (360 degrees) Enlargement: 40x Illumination: LED, power supplied with rechargeable batteries Objectives: Nosepiece with 2x/4x Base with detachable object plates 95mm diameter	

Dropper bottle Transparent glass Volume 100 ml	
Dropper bottle Dark glass Volume 100 ml	
Animal cell model Plastic model Important organelles shown in raised relief: Nucleus, Mitochondrion, Smooth endoplasmic reticulum, Rough endoplasmic reticulum, Basal membrane, Collagen fibres, Golgi apparatus, Microvilli, Lysosome Dimensions: 20x10x30cm	
Plant cell model Plastic model Important organelles shown in raised relief: Cell wall, cell membrane, Nucleus, Mitochondria, Endoplasmic reticulum, Chloroplast, Golgi apparatus, Ribosome. Enlargement: 6000 times	
Human skeleton model Plastic model Stand included Life size (height approx.170cm) Approx. 200 bones 3 part mounted skull Simple assembly	
Brain model Plastic model Can be separated in 4 parts One half can be separated in 3 parts: Cerebellum Cerebral lobe Medulla Stand included	
Skin section Plastic model Enlargement app. 70x Represented on the model: Representation of hair follicles with sebaceous glands Sweat glands Receptors Nerves Vessels	
Classic heart with thymus Plastic model Can be separated in 3 parts Visible chambers and valves Thymus included Stand included Dimensions: 20x10x10 cm	
Circulatory system Plastic relief model Height: min. 80cm Following structures are shown: The arterial/venous system Heart Lung Liver Spleen Kidneys Partial skeleton Baseboard included	
Eye model Plastic model Enlargement app. 5x Removable parts: eye muscle, iris, retina, lens.	

<p>Base for the model included</p> <p>Ear model Plastic model Enlargement app. 3x Represented outer, middle and inner ear. Removable parts: - Eardrum with hammer - Anvil and stirrup Base for model included</p>	
<p>Giant Dental Care Model Enlargement 3x Flexible joint between jaws Toothbrush included</p>	
<p>Lung model with Larynx Plastic model Removable parts are: - 2 part heart - 2 part lung On the model also presented: - Trachea with bronchial tree - Vena cava - Aorta - Pulmonary artery - Oesophagus - Larynx Baseboard included.</p>	
<p>Kidney section Plastic model Longitudinal section of kidney Enlargement 3x Baseboard for model included</p>	
<p>Functional knee joint Plastic model Fully flexible model for demonstration of movement Life size Shown ligaments and meniscus Dimensions: 10x10x30 cm Stand included</p>	
<p>Functional Shoulder Joint Plastic model Fully flexible model for demonstration of movement Life size Dimensions: 15x10x20cm Stand included</p>	
<p>Stomach Plastic model Model can be separated in 2 parts Model shows stomach muscle layers, network of arteries and nerves. Dimensions: 25x15x10cm Stand included</p>	
<p>Molar tooth with caries Plastic model Enlargement: 8x Model height: 20 cm Stand included</p>	
<p>Muscle figure Plastic model ¼ of a life size Height of the model: 50 cm Stand included</p>	
<p>DNA double helix Plastic model Stand included Dimensions: 30x8x8cm</p>	
<p>Set of Microscope slides for school</p>	

Set of 50 slides in the following areas: <ul style="list-style-type: none"> - Zoology and parasitology - Histology of man and mammals - Cryptogams - Spermatophyte 	
Wall poster potato plant Wall mounted panel with rails Dimensions: 70x120 cm Shown phases of development of plant and flower and potato	
Wall poster – Sunflower Wall mounted panel with rails Dimensions: 70x120 cm Shown phases of development of the plant of the flower and the fruit	
Wall poster – Dandelion Wall mounted panel with rails Dimensions: 70x120 cm Shown phases of development of the plant, of the flower and the fruit	
Wall poster – Pine Wall mounted panel with rails Dimensions: 70x120 cm Shown phases of development of the plant, of the flower and the fruit	
Wall poster – Lizard Wall mounted panel with rails Dimensions: 70x120 cm Displayed species specific characteristics and functionalities	
Wall poster – Frog Wall mounted panel with rails Dimensions: 70x120 cm Displayed species specific characteristics and functionalities	
Wall poster – Carp Wall mounted panel with rails Dimensions: 70x120 cm Displayed species specific characteristics and functionalities	
Wall poster – Digestive tract Wall mounted panel with rails Dimensions: 120x170 cm	
Wall poster – Field horsetail Wall mounted panel with rails Dimensions: 120x170 cm	
Wall poster – Yellow wall lichen Wall mounted panel with rails Dimensions: 120x170 cm	
Wall poster – Wild rose Wall mounted panel with rails Dimensions: 120x170 cm	
Wall poster – Brown mold Wall mounted panel with rails Dimensions: 120x170 cm	
Wall poster – Fern Wall mounted panel with rails Dimensions: 120x170 cm	
Wall poster – Water cycle in nature Wall mounted panel with rails Dimensions: 120x170 cm	
LOT 4 – Equipment for History	
Map - Serbian lands in the second half of XII century and first half of XIII century Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Serbian lands and regions during the reign of the Serbian emperor Dusan Panel with rails On canvas, PVC or laminated paper	

Dimensions: app. 120x170 cm	
Map - Serbian lands and regions during the reign of Serbian princ (knez) Lazar Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
S Map - Serbian lands and regions during the reign of Serbian despot Stefan Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Serbian lands and regions during the reign of Serbian despot Djuradj Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Europe during XV century Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Serbian lands during period from IX to X century Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Europe during XVI century Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Ottoman empire during XVI-XVIII century Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Europe during XIX century Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - Balkan wars Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - World war I Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map - World war II Panel with rails On canvas, PVC or laminated paper Dimensions: app. 120x170 cm	
Map stand Metal stand Adjustable height up to 3m	
Wall poster – Karadjordjevic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Obrenovic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Petrovic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Bourbons family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Habsburg family tree Wall mounted panel with rails	

Dimensions: app. 100x70 cm	
Wall poster – Romanoff family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Osman family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Nemanjic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Lazarevic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Brankovic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Kotromanic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Palaiologos family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Mrnjavcevic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
Wall poster – Crnojevic family tree Wall mounted panel with rails Dimensions: app. 100x70 cm	
LOT 5 – Equipment for Mathematics	
Set of rulers For use on green school board Material: wood or plastic 1 ruler, 100 cm 1 triangle ruler, 50 cm 1 isosceles right triangle ruler 50cm 1 protractor 1 compass, 50 cm circle	
Set of rulers For use on white school board Material: wood/magnet or rubber or plastic 1 ruler, 100 cm 1 triangle ruler, 50 cm 1 isosceles right triangle ruler 50cm 1 protractor 1 compass, 50 cm circle	
Geometry bodies basic set Set of 12 solid plastic models Models height 8 cm	
Set of wire geometry bodies Set consist 6 models made of wire: cube, prism, cylinder, cone, pyramid, etc. Models height 15 cm	
Geometry bodies basic set Set of 12 solid plastic models Models height 8 cm	
Cone with different types of cross-section Set holds following plastic models: 1 cone, 1 parabola, 1 hyperbola, 1 ellipse and 1 circle. All parts made of plastic Cone transparent with removable cross-sections.	
Cone with different types of cross-section Set holds following plastic models: 1 cone, 1 half a ball, 1 ball and 1 ellipse. All parts made of plastic	

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Cone transparent with removable cross-sections.	
Set of geometric bodies with diagonal cross-sections 8 plastic transparent models including diagonal cross-section Set holds: various prisms and pyramids Models height 10cm	
Rotation model- formation of the ball Set holds rotational axis, tripod with support rod, manual centrifugal machine and plastic model of circle.	
Adjustable triangle with three angular diameters Plastic model of triangle with angular diameters attached. Adjustable triangle Angle can be read directly	
Trigonometry functions model Plastic model Presented trigonometry functions of the central angle: sin, cos, tan, cot Fine adjustment of the central angle	
LOT 6 – Equipment for Geography	
Physical map of the World Wall map with hanging bars Dimensions: 90x140 cm Scale: 1:30,000,000 PVC or Laminated Language: Serbian Cyrillic	
Physical map of the World Wall map with hanging bars Dimensions: 90x140 cm Scale: 1:30,000,000 PVC or Laminated Language: Serbian Latin	
Map of the World - political Wall map with hanging bars Dimensions: 90x130 cm Scale: 1:31,000,000 PVC or Laminated Language: Serbian	
Map of Europe- physical Wall map with hanging bars Dimensions: 90x140 cm Scale: 1:5,000,000 PVC or Laminated Language: Serbian Cyrillic	
Map of Europe- physical Wall map with hanging bars Dimensions: 90x140 cm Scale: 1:5,000,000 PVC or Laminated Language: Serbian Latin	
Map of EU accession countries – political map Shown timeline of accession Wall map with hanging bars Dimensions: 90x140 cm Scale: 1:5,000,000 PVC or Laminated Language: Serbian Latin	
Map of Serbia- physical Wall map with hanging bars Dimensions: 120x170 cm Scale: 1:300,000 PVC or Laminated Language: Serbian	
Classroom globe Plastic globe on the stand Radius: 300 mm Inner light included	

Language: Serbian	
Classroom globe Plastic globe on the stand Radius: 400 mm Inner light included Language: Serbian	
Whiteboard globe Plastic globe on the stand Radius: 300 mm Inner light included Write/erase surface with marked political map Language: Serbian	
Compass for demonstration In case Magnetic needle 60 mm	
Anemometer Measuring wind speed according to Beaufort scale or in m/s Measuring scale up to 120 km/h	
Barometer Wooden case Double scale with measuring pointer hPa: 950~1050 mmHg: 700~800	
Map stand Metal stand Adjustable height up to 3m	
Roll file storage box Wooden storage box 16 slots for maps available Dimensions: 35x30x40 cm	
Geographic Atlas on CD/DVD Supports Windows OS Supports Serbian language Includes interactive maps of the World with statistical data about countries worldwide Includes multimedia content about countries (flags, anthems...) Includes quiz games	
LOT 7 – Equipment for Music	
Orff Instruments 1x Tambourine 1x Agogo 1x Shaker 1x Guiro tone block 2x Tick tones 1x pair of mallets 1x large guiro 2 pairs of castanets 1 pair of maracas 2x triangles with holders and beaters 1 pair of claves 1x glockenspiel 1x heavy duty carry bag	
Melodica 32 key Tone range F - C3 Case	
Metallophone 25 keys 2 mallets	
LOT 8 – Equipment for Classes 1-4	
Learning letters - Cyrillic Cardboard	

Contains games for learning alphabet Matching letters with pictures, writing simple words, etc.	
Russian Abacus Metal frame Black and white beads	
Poster alphabet – Cyrillic Format: B1 or B2 30 illustrations Upper and lower case letters of the Cyrillic alphabet with a picture of word which starts on each letter	
Poster alphabet – Latin Format: B1 or B2 30 illustrations Upper and lower case letters of the Latin alphabet with a picture of word which starts on each letter	
Learning letters - Latin Cardboard Contains games for learning alphabet Matching letters with pictures, writing simple words, etc.	
LOT 9 – Equipment for Technical education	
Bench vice Swivel base Jaw capacity: 100 mm Set of screws for table mounting	
Accumulator drill Drill capacity up to 10 mm Speed: 0-500 rpm 12V Battery charger included	
Steel ruler Length: 400 mm Millimetre scale	
Sliding bevel square Used for locating and transferring any angle between 0 to 360 degrees Movable blade that can adjust to any angle by loosening and tightening wing nut or locking mechanism Length: 250 mm	
Scissors Universal scissors for paper, cardboard, cloth, leather, etc. Material: metal Length: 20 cm	
Replacement saws for the fretsaw Size: Fine - no 3. Length: 13cm 144 pieces	
Replacement saws for fretsaw Size: Medium - no 5. Length: 13cm 144 pieces	
Workshop file set 5 pieces Set contains: round, half round, triangular, flat and square file Length: 200 mm	
Needle file set 5 pieces Set contains: round, half round, triangular, flat, square Length: 150 mm	
Combination pliers Length approx.: 150 mm With isolated grip	
Long nose pliers Length approx.: 150 mm Straight jaws With isolated grip	

Nose pliers - round Length approx.: 150 mm Straight, rounded jaws With isolated grip	
Revolving hole punch pliers Length approx.: 200mm With 6 tubes	
Pincer Length approx.: 200mm Material: Chrome Vanadium steel	
Precision vernier callipers Scale length: 150mm In the box Lock screw Inox	
Micrometer callipers Measuring: 0-25 mm Scale reading: 1/100 mm Lock screw	
Soldering iron Power: 40W Temperature: +450 C Heating time: 3 min Tip: 2mm Soldering set: Tin alloy 250 gr Paste 80 gr	
Drill on a stand Power: 350 W Speed: 2500 rpm Height: 50 cm Drill size: 13 mm	
Magnetic needle Red or green pole markings L=200 mm	
Sheet Metal Cutters Shears Material: steel Max cutting thickness 1,2mm Length approx.: 25cm Insulated grip	
Stand with magnetic needle Magnet needle Steel needle on base. Height: 50 mm	
Screwdriver set 6 pieces Set contains: 4 slot and 2 cross screwdrivers Chrome vanadium steel blades Insulated grip	
Wall panel Material: cork Dimensions: approximately 90x 120 cm Ram: wood or aluminum	
Moving billboard Material of panels: cork Dimensions of panels: approximately 90x 120 cm Ram: metal or aluminum on wheels	

Technical specification in Serbian language is attached – Attachment I

Detailed distribution schedule with list and addresses of beneficiaries is attached – Attachment II.

The offered products are in accordance with the required specifications and technical requirements:

YES

NO

Any deviations must be listed below:

Bid prices

Bidders to submit their financial bid by completing the price schedules
 Bidders shall fill in these Price Schedule Forms in accordance with the instructions indicated. The list of line items in column 1 of the **Price Schedules** shall coincide with the List of Goods specified by UNOPS in the technical specifications.

Bidder's prices for goods (price without VAT to be entered by bidder):				
	Description	Qty (a)	Currency:	
			Unit price DAP (b)	Total price DAP (a)x(b)
LOT 1 – Equipment for Chemistry				
1	Laboratory heating plate	16		
2	Electric balance - technical	6		
3	Hoffman apparatus	5		
4	Distillation apparatus	2		
5	Kipp apparatus	2		
6	Digital pH / mV / temperature measuring device	4		
7	Desiccator	6		
8	Periodic table of elements	36		
9	Inorganic and Organic models set	11		
10	Test tubes	30		
11	Beaker	195		
12	Beaker	150		
13	Beaker	340		
14	Beaker	45		
15	Beaker	45		
16	Beaker	45		
17	Funnel	65		
18	Funnel	117		
19	Round bottom flask with cap	24		
20	Round bottom flask with cap	37		
21	Erlenmeyer flask	30		
22	Erlenmeyer flask	95		
23	Erlenmeyer flask	160		
24	Erlenmeyer flask	25		
25	Glass tank	7		
26	Separating funnel	19		
27	Graduated cylinder;	70		
28	Graduated cylinder	67		
29	Graduated cylinder	57		

30	Graduated cylinder	60		
31	Petri dish	97		
32	Evaporating dish	52		
33	Mortar & Pestle	43		
34	Watch glass	50		
35	Watch glass	40		
36	Glass tube	15		
37	Experimental bell	2		
38	Schellbach's burette	5		
39	Schellbach's burette	25		
40	Schellbach's burette	105		
41	Single burette clamp	15		
42	Stakleni hladnjak po Libigu/ Liebig condenser	19		
43	Volumetric flask	42		
44	Volumetric flask	46		
45	Volumetric pipette	60		
46	Bulb pipette	60		
47	Pipette bulb filler	82		
48	Stirring rod	300		
49	Boston round bottle	145		
50	Dropping funnel	10		
51	Dropping funnel	6		
52	Dropping funnel	6		
53	Büchner funnel	8		
54	Büchner funnel	11		
55	Büchner funnel	7		
56	Büchner funnel	7		
57	Reagent bottle	105		
58	Reagent bottle	75		
59	Tray for drying laboratory glass	19		
60	Tubes rack	93		
61	Funnel holder	16		
62	Funnel holder	11		
63	Pipette holder	11		
64	Test tube holder	105		
65	Brush for cleaning the laboratory glassware	110		
66	Brushes for cleaning the test tubes	135		
67	Support stand	33		

68	Double clamp	58		
69	Universal clamp	68		
70	Ring clamp	54		
71	Ring clamp	54		
72	Tripod	51		
73	Tripod	16		
74	Wire gauze with ceramic base	83		
75	Spirits stove	43		
76	Litmus paper blue	65		
77	Litmus paper red	60		
78	Filter paper	122		
79	Bunsen burner	17		
80	Storage for chemicals	3		
81	Thermometers	9		
			Subtotal for LOT 1:	

LOT 2 – Equipment for Physic				
82	Experiment box set – Mechanics 1	3		
83	Experiment box set – Mechanics 2	1		
84	Ultrasonic motion sensor	1		
85	Lab scale	5		
86	Set of weights	5		
87	Experiment box set – Heat	1		
88	Experiment box set – Basic electrical circuits	3		
89	Experiment box set – Basic electricity, magnetism and electrostatics	1		
90	Experiment box set – Electrostatics	1		
91	Experiment box set – Electronics	1		
92	Universal circuit board	1		
93	Demonstration voltmeter, DC	1		
94	Demonstration ammeter, DC	1		
95	Set of experiment leads	5		
96	Digital multimeter	1		
97	Transformer	1		
98	Ammeter for students	1		
99	Experiment box set – Optics	3		
100	Demo physics board	1		
101	Magnetic equipment set	3		

102	Calipers	3		
103	Micrometer	1		
104	Digital timer	1		
105	Electronic balance	2		
Subtotal for LOT 2:				

LOT 3 – Equipment for Biology				
106	Stereo microscope	9		
107	Dropper bottle, transparent	30		
108	Dropper bottle, dark color	30		
109	Animal cell model	4		
110	Plant cell model	3		
111	Human skeleton model	2		
112	Brain model	5		
113	Skin section	3		
114	Classic heart with thymus	5		
115	Circulatory system	5		
116	Eye model	5		
117	Ear model	5		
118	Giant Dental Care Model	4		
119	Lung model with Larynx	3		
120	Kidney section	3		
121	Functional knee joint	3		
122	Functional Shoulder Joint	3		
123	Stomach	3		
124	Molar tooth with caries	3		
125	Muscle figure	1		
126	DNA double helix	4		
127	Set of Microscope slides for school	4		
128	Wall poster - Potato plant	4		
129	Wall poster - Sunflower	4		
130	Wall poster – Dandelion	4		
131	Wall poster – Pine	4		
132	Wall poster – Lizard	3		
133	Wall poster – Frog	3		
134	Wall poster – Carp	3		
135	Wall poster – Digestive tract	3		
136	Wall poster – Field horsetail	3		
137	Wall poster – Yellow wall lichen	3		

138	Wall poster – Wild rose	3		
139	Wall poster – Brown mold	3		
140	Wall poster – Fern	3		
141	Wall poster – Water cycle in nature	3		
Subtotal for LOT 3:				

LOT 4 – Equipment for History				
142	Serbian lands in the second half of XII century and first half of XIII century	4		
143	Serbian lands and regions during the reign of the Serbian emperor Dusan	4		
144	Serbian lands and regions during the reign of Serbian princ (knez) Lazar	4		
145	Serbian lands and regions during the reign of Serbian despot Stefan	4		
146	Serbian lands and regions during the reign of Serbian despot Djuradj	4		
147	Map of Europe during XV century	4		
148	Serbian lands during period from IX to X century	4		
149	Map of Europe during XVI century	4		
150	Map of the Ottoman empire during XVI-XVIII century	4		
151	Map of Europe during XIX century	4		
152	Balkan wars	4		
153	World war I	4		
154	World war II	4		
155	Map stand	5		
156	Wall poster – Karadjordjevic family tree	5		
157	Wall poster – Obrenovic family tree	5		
158	Wall poster – Petrovic family tree	5		
159	Wall poster – Bourbons family tree	5		
160	Wall poster – Habsburg family tree	5		
161	Wall poster – Romanoff family tree	5		
162	Wall poster – Osman family tree	5		
163	Wall poster – Nemanjici family tree	5		
164	Wall poster – Lazarevici family tree	5		
165	Wall poster – Brankovici family tree	5		
166	Wall poster – Kotromanici family tree	5		
167	Wall poster – Palaiologos family tree	5		
168	Wall poster – Mrnjavcevic family tree	5		
169	Wall poster – Crnojevic family tree	5		
Subtotal for LOT 4:				

LOT 5 – Equipment for Mathematic				
170	Basic set of rulers for geometry	10		
171	Basic set of rulers for geometry	7		
172	Plastic, cored models for geometry	12		
173	Set of wire geometry bodies	8		
174	Geometry bodies basic set	2		
175	Cone with different types of cross-section	1		
176	Cone with different types of cross-section	1		
177	Set of geometric bodies with diagonal cross-sections	1		
178	Rotation model- formation of the ball	1		
179	Adjustable triangle with three angular diameters	1		
180	Trigonometry functions model	2		
			Subtotal for LOT 5:	

LOT 6 – Equipment for Geography				
181	World map	6		
182	World map	3		
183	World map	6		
184	Europe map	7		
185	Europe map	3		
186	EU Accession countries map	5		
187	Map of Serbia	7		
188	Classroom globe	3		
189	Classroom globe	5		
190	Whiteboard globe	5		
191	Compass for demonstration	2		
192	Anemometer	2		
193	Barometer	2		
194	Map stand	7		
195	Roll file storage box	4		
196	Geografic atlas on CD	1		
			Subtotal for LOT 6:	

LOT 7 – Equipment for Music				
197	Orff Instruments	2		
198	Melodica	10		
199	Metallophone	10		
Subtotal for LOT 7:				

LOT 8 – Equipment for Classes 1-4				
200	Learning letters – Cyrillic	10		
201	Russian Abacus	10		
202	Poster alphabet – Cirilic	10		
203	Poster alphabet – Latin	10		
204	Learning letters – Latin	10		
Subtotal for LOT 8:				

LOT 9 – Equipment for Technical education				
205	Bench vice	24		
206	Accumulator drill	1		
207	Steel ruler	4		
208	Sliding bevel square	4		
209	Scissors	32		
210	Replacement saws for the fretsaw	5		
211	Replacement saws for fretsaw	5		
212	Workshop file set	4		
213	Needle file set	4		
214	Combination pliers	12		
215	Long nose pliers	12		
216	Nose pliers – round	12		
217	Revolving hole punch pliers	8		
218	Pincer	6		
219	Precision vernier callipers	6		
220	Micrometer calipers	2		
221	Soldering iron	1		
222	Drill on a stand	1		
223	Magnetic needle	1		
224	Sheet Metal Cutters Shears	32		
225	Stand with magnetic needle	1		
226	Screwdriver set	4		

227	Wall panel	14	
228	Moving billboard	4	
			Subtotal for LOT 9:
			GRAND TOTAL:

Bid summary

Total firm DAP price -All items are to be delivered (DAP and supplier to cover the costs of custom clearance agency if needed) to 8 schools in Municipalities of Obrenovac, Svilajnac and Paracin according the delivery schedule attached. Transport offloading and installation to be included in price.

Bidder's delivery data

Delivery time (DAP from the date of order) for all items

Maximum **30** calendar days upon signing the contract

All items

Warranty period – minimum one year for all items

All items

ANNEX D

Invitation to bid (goods) Provision of classroom equipment and didactics for eight schools in Obrenovac, Svilajnac and Paracin ITB No. UNOPS-SFRS-2015-G-005

UNGM vendor registration form

As part of the bid, it is desired that the bidder goes to the United Nations Global Marketplace (UNGM) registration website: <https://www.ungm.org/Registration/RegisterSupplier.aspx> and fills out the registration. If the bidder is already registered with UNGM, please provide your UNGM registration number (_____). Please ensure that your firm's information on UNGM is current.

Bidders need to familiarize themselves with the United Nations Supplier Code of Conduct. UNOPS encourages all suppliers to subscribe to the United Nations Global Compact.

The bidder may still bid even if not registered with the UNGM. However, if the bidder is selected for contract award, the bidder must register on the UNGM prior to contract signature.



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