**PRICE QUOTATION FORM**

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| **Name of Bidder:** |  |
| **Date of the quotation:** | Click here to enter a date. |
| **Request for quotation Nº:** | **RFQ Nº UNFPA/BKK/RFQ/21/008****Provision of Easy to Read Translation and Design Services** |
| **Currency of quotation :** | **USD** |
| **Validity of quotation:***(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.

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| **Item**  | **Cost per one A4 page of the Easy Read****(USD)** | **Cost per training course****(USD)** | **Remark** |
| Eight documents of ten to twenty page translated and designed from UNFPA publications per year. These original version publications are typically 50-75 pages in length |  |  |  |
| 20 two-three page documents translated and designed from UNFPA publications per year. These original version publications are typically between 5-20 pages in length |  |  |  |
| Three UNFPA Asia and the Pacific annual reports (2021-2023) of up to ten pages. The original version publications are approximately 80 pages each in length |  |  |  |
| Professional Fee to provide three ‘one-hour webinar sessions’ with UNFPA staff and implementing partners on easy to read basics/fundamentals. These webinars will be held during Bangkok time working hours and are typically 1 to 1.5 hours in duration |  |  |  |
| Other cost (please specify) |  |  |  |

*Vendor’s Comments:*

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed **RFQ Nº UNFPA/BKK/RFQ/21/008 – ‘Provision of Easy to Read Translation and Design Services’** 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 |