FORM F. QUOTATION FORM

*The following cover letter must be completed/signed/stamped by a representative authorized to sign on behalf of the offeror.*

**FINANCIAL OFFER for the RFP#ATIC-2025-004** **Provision of Internal Audit (Censor) Services for the Moldovan Association of ICT Companies (“ATIC”)**

1. **Financial Offer per Deliverable:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | **Deliverables** | **Q-ty** | **% cost** | **Financial offer, MDL (VAT INCL.)** | **Proposed delivery date** |
| **1** | **Half-Year I Internal Audit**  **for January 1 – June 30, 2025** | **1** | **50%** |  |  |
| 1.1 | Draft internal audit report (RO & RU electronic versions) | 1 | 40% |  |  |
| 1.2 | Approved Final internal audit report: electronic version and 4 (four) hardcopies: 2 (two) hard copies in RO + 2 (two) hardcopies in RU | 4 | 10% |  |  |
| **2** | **Half-Year II Internal Audit**  **for July 1 – December 31, 2025** | **1** | **50%** |  |  |
| 2.1 | Draft internal audit report (RO & RU electronic versions) | 1 | 40% |  |  |
| 2.2 | Approved Final internal audit report: electronic version and 4 (four) hardcopies: 2 (two) hard copies in RO + 2 (two) hardcopies in RU | 4 | 10% |  |  |
|  | **TOTAL** |  | **100%** |  |  |

**2. Financial Offer per Types of Costs:**

|  |  |  |
| --- | --- | --- |
|  | **Audit Services per types of Costs** | **Total Amount, MDL**  **(VAT Exclusive)** |
|  | **TOTAL Financial Offer: 2.1. Professional Fees + 2.2. Other Costs** |  |

Financial Offer per Deliverable = Financial Offer per Types of Costs (Professional Fees + Other Costs)

**2.1. Professional fees:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | **First Name, Last Name** | **Role/title** | **Fee/hour \*, MDL**  **(VAT inclusive)** | **Quantity, hours** | **Total Amount, MDL** **(VAT inclusive)** |
| 1. |  | Auditor/Expert #1 |  |  |  |
| 2. |  | Auditor/Expert #2 |  |  |  |
| 3. | … |  |  |  |  |
|  | **Total Professional Fees** *\* Fee should be all inclusive (gross, including benefits and taxes).* | | | |  |

**2.2. Other Costs**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Description** | **Measurement unit** | **Unit Price, MDL**  **(VAT inclusive)** | **Quantity** | **Total Amount, MDL**  **(VAT inclusive)** |
| 1. | Administrative costs | Lump sum |  | 1 |  |
| 2. | … |  |  |  |  |
| … | Other Costs: (please specify) |  |  |  |  |
|  | **Total Other Costs** | | | |  |

The financial offer is valid for 90 calendar days from the RFP deadline.

By signing this offer, I confirm that I am able to send the following documents within 3 working days at the request of the tender initiator:

• *Copy of official registration and business license if applicable (also for subcontractors – if any)*

*• Bank Account Award Certificate - copy – (issued by the bank);*

*• Certificate of regular payment of taxes - copy - or certificate issued by the Tax Inspectorate on double taxation records;*

*• Company profile description;*

*• 2 reference letters from the last 3 years;*

Authorized Signature:

Name and Title of Signatory:

Date:

Company Name: