

### QUESTIONS AND ANSWERS REPORT (3)

<b><u>To:</u></b>	Bidders
<b><u>From:</u></b>	UNDP Lebanon
<b><u>Subject:</u></b>	Procurement of Information Technology Equipment
<b><u>Reference:</u></b>	LEB/CO ITB/112/14
<b><u>Date:</u></b>	30 October 2014

UNDP Lebanon Procurement Unit has received several questions regarding the subject Tendering Procedure. All questions received to-date are documented below with respective answers.

Questions and Answers		
1	Q.	What is required concerning installation? The computers will be delivered with genuine preinstalled operating system and Microsoft Office Professional 2013 software. Do you need anything else to be installed on the computers? Everything is more or less plug and play-
	A.	<b>We mean by installation other than the Microsoft, all necessary things to make the computer ready to be used by users.</b>
2	Q.	What is the need concerning training?
	A.	<b>Basic training, how to switch on /off and necessary precautions to be done regarding UPS and others.</b>
3	Q.	I assume the 5% bid security will only cover hardware – not installation and training, but please advise.
	A.	<b>The Bid Security should be 5% of the total value of the bid your company will offer.</b>
4	Q.	I want to ask about the performance security bank guarantee it should be issued before the bid or it is only for the bid winner after the bid
	A.	<b>The performance security should be issued after the bidder is selected and awarded; however, you need to submit a Bid Security of 5% of the total Bid Value upon submitting your offer.</b>
5	Q.	About the 4 in 1 printer is it necessarily laser or it could be inkjet because it is not mentioned.
	A.	<b>Laser printer is more compliant.</b>

6	Q.	Desktops , should it be also branded and same as screen , mouse and keyboard , or it could be Intel assembly (the difference is big )
	A.	<b>Desktops can be of different brand.</b>
7	Q.	In the Specs of the projectors requested you put 4100Lumens Maximum, that's mean that we can offer a projectors with a lumens less than 4100Lumens or it should be minimum 4100Lumens?
	A.	<b>It should be maximum 4100Lumens.</b>
8	Q.	Windows 8.1 should it be original? Office 2013 Pro (because it includes access) also should be original? Because they affect the price totally
	A.	<b>It should be original.</b>
9	Q.	Regarding Item#1 (Desktop PCs): <ul style="list-style-type: none"> <li>▪ Kindly specify the Form Factor/Chassis required (Tower, Small Form Factor...)</li> <li>▪ Do you need an optical drive installed?</li> <li>▪ Is there any preferred chipset?</li> </ul>
	A.	<ul style="list-style-type: none"> <li>▪ <b>Tower</b></li> <li>▪ <b>Yes. DVD WRITER DULA LAYER</b></li> <li>▪ <b>No</b></li> </ul>
10	Q.	Regarding Item#3 (Printer): <ul style="list-style-type: none"> <li>▪ Do you need a Mono or Color Printer?</li> <li>▪ Can you please provide the following specs: Print speed, and Duty Cycle.</li> </ul>
	A.	<ul style="list-style-type: none"> <li>▪ <b>Color Printer</b></li> <li>▪ <b>Black print speed - UP TO 14 PPM, color print speed - UP TO 14 PPM</b></li> </ul>
11	Q.	Regarding Item#4 (Laptop): <ul style="list-style-type: none"> <li>▪ Is there any preferred chipset?</li> </ul>
	A.	<b>No</b>
12	Q.	Regarding Item#6 (Office): <ul style="list-style-type: none"> <li>▪ Please advise if you are enrolled in a specific agreement with Microsoft.</li> </ul>
	A.	<b>No</b>
13	Q.	Please advice whether the location in Zahle, for example, is distributed in different schools or it is saturated only in one location.
	A.	<b>It is only in one location per each area.</b>
14	Q.	I think some issues are not specific and it is has a big price margin so if you plz for us and for all the bidders can you be more accurate about the color 4 in 1 printer. Because we are talking in a margin of 150 \$ for inkjet and 450 \$ for laser and this margin is not



		acceptable if you want to unify the specs, and both of them are more than 14 ppm in color mode and black mode.
	<b>A.</b>	<b>Please consider the laser option.</b>