

REQUEST FOR QUOTATION FOR LOW-VALUE GOODS

DATE: 20/11/2020

SUBJECT: Request for Quotation for Supply of IT Equipment

REF: RFQ/086/20 – Supply of IT Equipment

QUOTATION SUBMISSION DEADLINE: November 29, 2020, prior to 18:00 Tashkent time (GMT +5)

PAGES: 5

Dear Sir/Madam,

We kindly request you to provide a quotation for the goods described below:

IT EQUIPMENT					
No.	Description	Technical specification:	Q-ty	Indicate currency of your offer: UZS; EURO; USD	
				Unit price (without VAT)	Total price (without VAT)
1	All-in-One PC Full HD (Monoblock)	Display size: Not less than 24 Inches Resolution: Not less than 1920x1080 Processor: Not less than 2.7 GHz Processor count (RAM): Not less than 4GB Memory Speed: Not less than 1600 MHz Computer Memory Type: DDR3 Hard Drive SSD: Not less than 128 Gb	27 pcs		
2	PC	Processor: Not less than 3,5 GHz Processor count (RAM): Not less than 8GB Memory Speed: Not less than 1600 MHz Computer Memory Type: DDR3 Hard Drive SSD: Not less than 128 Gb Graphics Coprocessor: Not less than 4GB, 1400MHz Not less than HDD 1TB, SSD 240 GB Power Supply: Not less than 500W	3 pcs		
3	Monitor	Screen display size: Not less than 24 Inches Screen Resolution: Not less than 1920 x 1080 pixels Refresh rate: Not less than 144 Hz Response time 1 ms Viewing Angles: Horizontal 170 °, Vertical 160 ° Connection: HDMI x2, DisplayPort 1.2, headphone out	3 pcs		
4	Keyboard and Mouse	Wireless Keyboard & Mouse	30 pcs		
5	Webcam	Web camera with microphone Full HD 1080p	3 pcs		
6	TV set	Screen size: Not less than 43" Screen format: 16: 9 Resolution: Not less than 3840 x 2160	3 pcs		

		Resolution: Not less than 4K UHD, HDR Processor: Not less than 4-core Screen refresh rate: Not less than 100 Hz			
7	Printer	3-in-1 Multifunction Laser Printer Print speed: Not less than 18 ppm (b / w A4) Warm-up time: not more than 10s First print out time: not more than 8s (b / w) Print resolution: Not less than 600x600 dpi Scanner resolution: Not less than 600 x600 dpi Copier resolution (b / w): Not less than 600x600 dpi	3 pcs		
8	Ethernet hub	Interface: Not less than 24 10/100Mbps RJ45 Ports • Supports functions of automatic detection and memorization of MAC-addresses, auto-MDI / MDIX • Standard 13-inch steel rack-mount case	3 pcs		
Total Prices of Goods:					
Cost of transportation to as per Annex 1: 1. Andijan region, Andijan city, Cholpon avenue, 87 2. Namangan region, Namangan city, str. Navoi, 15 3. Fergana region, Fergana city, str. Kashtanzor, 7					
Other charges (<i>specify if there is any</i>)					
VAT (<i>if applicable to local suppliers</i>):					
Total amount of the Offer, including all the costs:					

Notes:

1. The Bidders must quote genuine, new (previously never used) products. UNDP may conduct post-delivery inspection at its sole discretions.
 2. Site survey for post qualification purpose might be arranged on request.
 3. Brochures and Technical details of the model offered MUST be submitted with the bid offer.
- The UNDP General Terms and Conditions are an integral part of this RFQ and should be reviewed by all bidders:

<http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

In submitting a quotation, bidders expressly accept to be bound by these General Terms and Conditions. Any Purchase Order resulting from this process shall incorporate them in full.

Please submit your quotation by completing the right column of the form below:

UNDP Requirements	Bidder's Response
Validity of Offer: <input checked="" type="checkbox"/> 60 days In exceptional circumstances, UNDP may request the Offeror to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. In such case the extension shall be confirmed in writing, without any modification whatsoever of the Quotation.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Please explain in case you chose "No":</i> _____
Warranty Period Offered: <input checked="" type="checkbox"/> Minimum 12 consecutive months.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Please explain in case you chose "No":</i> _____
Description of Warranty Coverage: <input checked="" type="checkbox"/> Standard manufacturer's Warranty.	<input type="checkbox"/> Yes <input type="checkbox"/> No

	<input type="checkbox"/> <i>Please explain in case you chose “No”:</i> <hr/>
<p>Description of After Sales Service (as applicable):</p> <p><input checked="" type="checkbox"/> Warranty on Goods and spare parts for a minimum period of 12 consecutive months;</p> <p><input checked="" type="checkbox"/> Technical Support;</p> <p><input checked="" type="checkbox"/> Elimination of inconsistencies and malfunctions during the warranty period, including delivery and replacement; replacement with completely new item if the delivered one does not comply with the Specification or cannot be repaired.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Please explain in case you chose “No”:</i> <hr/>
<p>Delivery Terms (linked to INCOTERMS 2020):</p> <p><input checked="" type="checkbox"/> DAP- exact delivery address, Republic of Uzbekistan.</p> <p>Customs clearance¹, if necessary, is carried out by UNDP. After the completion of customs procedures, the supplier must deliver the goods to the following addresses as per delivery table attached as annex 1:</p> <ol style="list-style-type: none"> 1. Andijan region, Andijan city, Cholpon avenue, 87 2. Namangan region, Namangan city, str. Navoi, 15 3. Fergana region, Fergana city, str. Kashtanzor, 7 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Please explain in case you chose “No”:</i> <hr/>
<p>Payment Terms:</p> <p>To Local Bidders registered in Uzbekistan:</p> <p><input checked="" type="checkbox"/> Shall be made in Uzbek Soums by means of bank transfer: 100% post-payment upon delivery of goods to the exact delivery address, and acceptance by UNDP;</p> <p>To Foreign Bidders registered outside Uzbekistan:</p> <p><input checked="" type="checkbox"/> Shall be made in US Dollars or Euro by means of bank transfer: 100% post-payment upon delivery of technique to the exact delivery address and acceptance by UNDP.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Please explain in case you chose “No”:</i> <hr/>
<p>Application of Value Added Tax (VAT):</p> <p><input checked="" type="checkbox"/> Applicable to local Bidders registered in Uzbekistan: the offer <u>must</u> include VAT* as a separate line (if the company is registered as a VAT payer);</p> <p><input checked="" type="checkbox"/> Applicable to foreign Bidders registered outside Uzbekistan: the offer <u>must not</u> include VAT.</p> <p>*Only for the purpose of evaluation, price comparison will be carried out exclusive of VAT!</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Please explain in case you chose “No”:</i> <hr/>
<p>Delivery period:</p> <p>The deadline for delivery is within 15 calendar days from the date of signing the contract by both sides.</p> <p>Attention: If the delivery period, stated in the quotation exceeds the delivery period stated above, the respective offer may be declined!</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> <i>Please explain in case you chose “No”:</i> <hr/>

¹ Must be linked to INCO Terms chosen

<p>All documents, including catalogs, instructions and manuals, should be in the following language(s):</p> <p><input checked="" type="checkbox"/> Russian; and/or</p> <p><input checked="" type="checkbox"/> English</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> <i>Please explain in case you chose “No”:</i></p> <p>_____</p>
<p>Liquidated Damages:</p> <p><input checked="" type="checkbox"/> Will be imposed in case of delay in delivery.</p> <p>Percentage of contract price per day of delay: 0.1%.</p> <p>Maximum number of days of delay: 7 calendar days.</p> <p>After that UNDP may terminate the contract.</p>	<p><input type="checkbox"/> Accept</p> <p><input type="checkbox"/> Not accept</p> <p><input type="checkbox"/> <i>Please explain in case you chose “Not accept”:</i></p> <p>_____</p>
<p>Please confirm that your company is not included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List.</p>	<p><input type="checkbox"/> Not listed</p> <p><input type="checkbox"/> Listed</p> <p><input type="checkbox"/> <i>Please explain in case you chose “Listed”:</i></p> <p>_____</p>
<p>Please confirm that you accept the UN Supplier Code of Conduct, available at https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p>	<p><input type="checkbox"/> Accept</p> <p><input type="checkbox"/> Not accept</p> <p><input type="checkbox"/> <i>Please explain in case you chose “Not accept”:</i></p> <p>_____</p>

Please, provide your offer, duly prepared on letterhead, certified by signature and seal, indicating the required information (see above), **no later than November 29, 2020, prior to 18:00 Tashkent time (GMT +5).**

Please submit your quotes electronically in **.pdf** format to bids.uz@undp.org². Quotation submitted by e-mail must be limited to a maximum size of 30 MB, virus-free and consist of no more than 3 email transmissions. Otherwise, such quotations will be rejected.

Your bid must contain the following reference on email subject:

RFQ/086/20 – Supply of IT Equipment³

Please follow these instructions and be mindful of deadlines. Bids submitted through other means or to other addresses will not be accepted.

UNDP will consider an award to the quotation which complies with all requirements in full and offers the lowest price. UNDP reserves the right to conduct post qualification exercise by requesting additional documents/clarifications/information if deemed necessary.

Any offer that does not meet requirements shall be rejected. UNDP is under no obligation to accept any bid.

Any request for additional information or queries must be sent/addressed to Procurement Unit three business days prior to the deadline in writing to pu.uz@undp.org

Yours Sincerely,
Procurement Unit

² Quotations submitted to other e-mail addresses will not be accepted and will be rejected.

³ Quotations that do not contain the specified subject or reference to the tender number in the subject line of e-mail message or on the envelope will not be opened and will be rejected.

ANNEX 1

The breakdown of equipment which shall be delivered to the exact addresses according to the table below.

Table. Information on the delivery of equipment in the context of names and regions

No.	Name	The total number of equipment, machinery	Number of equipment by region		
			Andijan region	Namangan region	Fergana region
1.	Monoblock	27	9	9	9
2.	PC	3	1	1	1
3.	Monitor	3	1	1	1
4.	Keyboard and Mouse	30	10	10	10
5.	Webcam	3	1	1	1
6.	TV set	3	1	1	1
7.	MFP	3	1	1	1
8.	Network hub	3	1	1	1
	TOTAL	75	25	25	25

The exact delivery addresses for each region are listed below:

1. Andijan region, Andijan city , Cholpon avenue , 87
2. Namangan region, Namangan city, st. Navoi, 15
3. Fergana region, Fergana city, st. Kashtanzor , 7