



**REQUEST FOR QUOTATION (RFQ)  
(Goods)**

NAME & ADDRESS OF FIRM	DATE: November 20, 2020
	REFERENCE: Improving Rural Development in Georgia

Dear Sir / Madam:

We kindly request you to submit your quotation for **purchase of IT Equipment for the Office of National Statistics Office of Georgia (GEOSTAT)**, as detailed in Technical Specification Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex2.

Signed and sealed quotations may be submitted on or before **17:00 (Local Time - Tbilisi, Georgia, GMT+4), Monday, 7 December 2020**, via courier mail or hand delivered to the address below:

**United Nations Development Programme**

UN House  
9 Eristavi street,  
0179 Tbilisi, Georgia

The sealed envelopes must be clearly marked with the title of the Tender and respective project name (Improving Rural Development in Georgia). Contact person: Ms. Liliana Gureshidze

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline in sealed envelopes. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned goods:

Delivery Terms	<input checked="" type="checkbox"/> DAP
Exact Address of Delivery Location	UN House 9 Eristavi Str., 0179, Tbilisi, Georgia
Latest Expected Delivery Date and Time <i>(if delivery time exceeds this, quote may be rejected by UNDP)</i>	<input checked="" type="checkbox"/> 75 (seventy-five) days from the issuance of the Purchase Order (PO).
Delivery Schedule	<input checked="" type="checkbox"/> Not Required
Preferred Currency of Quotation	<input checked="" type="checkbox"/> United States Dollars  All proposals expressed in other currencies rather than UNDP preferred currency (USD) will be converted to USD based on the UN Official Rate of Exchange.

Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
After-sales services required	<input checked="" type="checkbox"/> Warranty on Parts and Labor for minimum period of 3 years <input checked="" type="checkbox"/> Technical Support <input checked="" type="checkbox"/> Provision of Service Unit when pulled out for maintenance/ repair <input type="checkbox"/> Others <i>[pls. specify]</i>
Deadline for the Submission of Quotation	<b>COB, Monday, December 07, 2020, 6:00 p.m. (Local Time - Tbilisi, Georgia, GMT+4)</b>
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English except for the ones which are issued by local public entities.
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Signed and Stamped Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Latest Business Registration Certificate (Extract from Public Registry); <input checked="" type="checkbox"/> Latest Internal Revenue Certificate / Tax Clearance; <input checked="" type="checkbox"/> Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Certificate of Exclusive Distributorship in the country (if applicable, and if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Detailed Specifications of the Equipment; <input checked="" type="checkbox"/> Bank Details (Bank Requisites, Including name of the Bank, Account Name and Number); <input checked="" type="checkbox"/> Warranty Details. <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List;
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 90 days  In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 100% upon complete delivery of goods in full compliance with technical requirements stated in Annex 1 and PO  Payment to Georgian Companies will be made in GEL according to existing UN Official Rate of Exchange at the date of payment.
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price <input checked="" type="checkbox"/> Comprehensiveness of after-sales services <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions
UNDP will award to:	<input checked="" type="checkbox"/> One and only one supplier

Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 14 working days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Passing Inspection in accordance with technical requirements <input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with RFQ requirements
Annexes to this RFQ	<input checked="" type="checkbox"/> Specifications of the Goods Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions (Annex 3).  Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.
Contact Person for Inquiries (Written inquiries only) <sup>1</sup>	<i>Liliana Gureshidze</i> <i>Finance/Admin Assistant</i> <i>Liliana.gureshidze@undp.org</i>  Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

Goods offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 3.

<sup>1</sup> This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

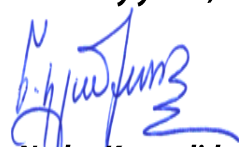
Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <http://www.undp.org/procurement/protest.shtml>.

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link : [http://www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf)

Thank you and we look forward to receiving your quotation.

***Sincerely yours,***



**Nodar Kereselidze**  
**National Project Manager**

**20 November 2020**

### Technical Specifications

#	Product	Specifications		Q-ty
1	Server	Form-Factor	1U, with all the accessories needed for installation in the rack	2
		CPU	Q-ty: Minimum 2 units	
			Each CPU with the following characteristics:	
			• Maximum 14nm Lithography	
			• CPU with minimum 20 Cores and 40 Threads	
			• CPU with minimum 3.10 GHz Base Frequency and minimum 4.10 GHz Turbo Frequency	
			• CPU with minimum 35.75 MB Cache	
		Memory Module Slots	24 Memory Slots	
		RAM	256GB, type DDR4 3200, maximum with 8 modules	
		SD Cards for Hypervisor	2 units, each minimum 16GB	
		Network Interfaces	2 ports 1GbE; 2 Ports 10GbE SFP+ with transceivers;	
		HBA	2 Ports 16Gb Fibre Channel with transceivers;	
		Management	Full license for remote control of the server	
		Power Supplies	Dual, Hot-plug, Redundant Power Supply (1+1), minimum 750W	
Minimum 3Yr Warranty and NBD Support Service of the manufacturer				
Additional requirements				
The specifications of the equipment to be supplied must be at least the technical specifications given in the table above.				
The bidder company must have an engineer certified by the manufacturer of the proposed servers on site. The bidder company must provide the relevant certificates.				
The proposed equipment must be an original product made by an internationally recognized manufacturer in the field of information technology.				
The proposed brand in Georgia must have at least 2 service centers authorized by the manufacturer, with at least 3 years of experience in the Georgian market. The bidder must provide an official letter from the manufacturer to confirm this information.				
The bidder company must provide a manufacturer's authorization form (MAF)				

#	Product	Specifications		Q-ty
2	Backup Appliance	Form-Factor	Maximum 1U, with all the accessories needed for installation in the rack	1
		Backup Software	The proposed backup appliance should include built-in Backup software. It should not have need for additional software for data backup.	
		Usable Storage Capacity	12TB, with HW RAID 10	
		Network Interfaces	2 Ports 10Gb RJ45	
		Management	The Backup system should be manageable centrally, through an independent port or from a cloud portal.	
		Support of virtualization and operating systems	VMware vSphere, Microsoft Hyper-V, Citrix XenServer, Kernel-based Virtual Machine (KVM), Oracle VM, Red Hat Virtualization	
		Additional functionality	<ul style="list-style-type: none"><li>• Hot Swappable Disks</li><li>• Site-to-Site Replication</li><li>• Detuplication (Global, Inline, Block-Level, Source- and Target-Based)</li><li>• Offsite Replication on its own manufacturer's cloud Storage</li><li>• Long-Term Retention to its own manufacturer's Cloud, AWS, Tape, External Disk, Robotic Library</li><li>• Full local backup and restore</li><li>• VMware Changed Block Tracking (CBT)</li><li>• Physical-to-Virtual (P2V) restores</li><li>• Granular file recovery for VMware and Hyper-V</li><li>• Granular Microsoft Exchange message-level recovery</li><li>• Rapid VM recovery with LiveBoot for VMware, and Cloud LiveBoot for VMware and Microsoft Hyper-V environments</li><li>• File revision history</li><li>• 256-bit AES encryption of data in transit and at rest to remote locations</li></ul>	
		Minimum 1Yr Warranty and Updates Subscription of the manufacturer		
Additional requirements				
The specifications of the equipment to be supplied must be at least the technical specifications given in the table above.				
The bidder company must provide MAF. The bidder company must be a partner of the manufacturer of the proposed product and must provide the relevant document.				
The proposed equipment must be an original product made by an internationally recognized manufacturer in the field of information technology.				

FORM FOR SUBMITTING SUPPLIER'S QUOTATION  
*(This Form must be submitted only using the Supplier's Official Letterhead/Stationery<sup>2</sup>)*

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. \_\_\_\_\_:

**TABLE 1 : Offer to Supply Goods Compliant with Technical Specifications and Requirements**

Item No.	Description/Specification of Goods	Quantity	Latest Delivery Date	Unit Price	Total Price per Item
	<b>Total Prices of Goods</b>				
	Add : Cost of Transportation				
	Add : Cost of Insurance				
	Add : Other Charges (pls. specify)				
	<b>Total Final and All-Inclusive Price Quotation</b>				

<sup>2</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

**TABLE 2 : Offer to Comply with Other Conditions and Related Requirements**

<b>Other Information pertaining to our Quotation are as follows :</b>	<b>Your Responses</b>		
	<b><i>Yes, we will comply</i></b>	<b><i>No, we cannot comply</i></b>	<b><i>If you cannot comply, pls. indicate counter proposal</i></b>
Delivery Time - 75 (seventy-five) days from the issuance of the Purchase Order (PO).			
Warranty			
a) Minimum one (3) years warranty			
Validity of Quotation 90 Days			
All Provisions of the UNDP General Terms and Conditions			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

*[Name and Signature of the Supplier's Authorized Person]*

*[Designation]*

*[Date]*