## **ANNEX 3: TECHNICAL AND FINANCIAL OFFER – GOODS**

*Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.*

|  |  |
| --- | --- |
| Name of Bidder: | Click or tap here to enter text. |
| RFQ reference: | **RFQ-2021-067 “Purchase and delivery of the Lot #1: Laptops; Lot #2: MFPs”** | Date: Click or tap to enter a date. |

**LOT #1: LAPTOPS**

**Brand Name/Manufacturer:**

**Model:**

**Year of production:**

**Country of Origin:**

**Delivery timeframe:** ***<add number of Calendar Days>*** after receipt of Purchase Order

|  |  |  |
| --- | --- | --- |
| **Item No** | **Required Characteristics** | **Descriptions (Bidder’s proposal)** |
| 1. | CPU: Intel Core i5 |  |
| 2. | CPU base frequency: 2.4 GHz or higher |  |
| 3. | Number of Cores: 4 |  |
| 4. | Cache Memory: At least 8 MB |  |
| 5. | RAM: 8 Gb |  |
| 6. | Display: Not less than 15.6 "Anti-glare |  |
| 7. | Resolution: Full HD 16:9 |  |
| 8. | Video: Iris Xe Graphics |  |
| 9. | Disk: 512 GB SSD or more, storage type: SSD |  |
| 10. | Network: LAN 10/100/1000, RJ-45 |  |
| 11. | Wi-Fi: WiFi (802.11 b/g/n/ac/ax) 2x2, Bluetooth 5.1 |  |
| 12. | Ports: 2 x USB 3.2, 1 x Thunderbolt 4, 1 x USB Type-C, RJ-45, 1x headphone / microphone combo jack (3.5mm), Kensington security, HDMI |  |
| 13. | Camera: Embedded by default |  |
| 14. | Screen diagonal, inch: 15,6 inches |  |
| 15. | Ports: 2 x USB 3.2, 1 x Thunderbolt 4, 1 x USB Type-C, RJ-45, 1x headphone / microphone combo jack (3.5mm), Kensington security, HDMI |  |
| 16. | Slots: Card reader SD/SDHC/SDXC/MMC |  |
| 17. | Additional accessories: Camera resolution at least HD 720, LED keyboard backlight, Fingerprint |  |
| 18. |  Inputs: Keyboard, Touchpad |  |
| 19. | Supplement: USB Type-C with DisplayPort support |  |
| 20. | Battery: Li-Ion, 45 W \* h up to 6 h |  |
| 21. | Charge USB Type-C: has the ability to charge through a Type-C connector. |  |
| 22. | Installed operating system: Windows 10, Russian |  |
| **Currency of the Quotation: KZT****INCOTERMS: DDP** |
| **Item No** | **Description** | **UOM** | **Qty** | **Unit price (without VAT)** | **Total price (without VAT)** |
| 1. | LOT #1: Laptops | pc | 12 |  |  |
| Total Price without VAT |  |
| VAT (12%) |  |
| **Total Final and All-inclusive Price with VAT** |  |

**LOT #2: MULTIFUNCTIONAL PRINTERS**

**Brand Name/Manufacturer:**

**Model:**

**Year of production:**

**Country of Origin:**

**Delivery timeframe:** ***<add number of Calendar Days>*** after receipt of Purchase Order

|  |  |  |
| --- | --- | --- |
| **Item No** | **Characteristics** | **Descriptions (Bidder’s proposal)** |
| 1. | Functionality: - Print-Copy-Scan |  |
| 2. | Format: A4 |  |
| 3. | Scanning type: 50 sheets |  |
| 4. | Printing speed, mono, А4 (up to pages/min.): 35 |  |
| 5. | Printing speed, color, А4 (up to pages/min.): 35 |  |
| 6. | Max load (page./min.): 80,000 |  |
| 7. | Max resolution, points per inch: 600 x 600 dpi |  |
| **Printing Configurations:** |
| 1. | Two-side printing: Automatic |  |
| 2. | Printing speed, mono, А4 (up to pages/min.): 35 |  |
| 3. | Printing speed, color, А4 (up to pages/min.): 35 |  |
| 4. | Memory (p/max),ГБ: 2/2 |  |
| 5. | Processor, Hhz: 1.05 (dual core) |  |
| 6. | Max load (page./min.): 80,000 |  |
| 7. | Recommended monthly printing, pages: 5000 |  |
| 8. | Display: 5 inches, touch |  |
| 9. | Connection: 10/100/1 000 Base-T Ethernet, USB, Wi-Fi |  |
| 10. | Front USB Press / Scanning Port: Should be |  |
| 11. | Mobile printing: Apple® AirPrint®, Google Cloud Print™, Plug-In Xerox® Print Service and Mopria® Print Service for Android™ |  |
| 12. | Maximum resolution, dots per inch: 600 x 600 dpi |  |
| 13. | Page description languages: Adobe® PostScript® 3™, PCL® 5, PCL® 6, PDF, XPS, TIFF, JPEG, HP-GL |  |
| **Working with materials:** |
|  | Capacity of media supply trays (standard / maximum), sheets: 700/1250 |  |
|  | Bypass tray capacity, sheets: 150 |  |
|  | Output tray capacity (standard / maximum), sheets: 250/250 |  |
|  | Material size: 76 x 127–216 x 356 |  |
|  | Density of carriers, g / m2: 60–220 |  |
| **Additional Cartridges:** |
|  | Starter toner cartridge: Black: 3000 pages Blue: 2,000 pages Magenta: 2,000 pages Yellow: 2,000 pages  |  |
|  | Standard capacity toner cartridge:Toner cartridge black - 2,500 pages Toner cartridge Cyan - 2,500 pages Toner cartridge Magenta - 2,500 pages Toner cartridge yellow - 2,500 pages  |  |
|  | High Yield Toner Cartridge:Toner cartridge black - 5500 pages Toner cartridge Cyan - 4800 pages Toner cartridge Magenta - 4800 pagesToner Cartridge Yellow - 4800 pages  |   |
|  | Extra High Yield Toner Cartridge: Toner cartridge black - 10,500 pages Toner cartridge cyan - 8000 pages Toner cartridge Magenta - 8000 pagesToner cartridge yellow - 8000 pages |   |
| **Currency of the Quotation: KZT****INCOTERMS: DDP** |
| **Item No** | **Description** | **UOM** | **Qty** | **Unit price (without VAT)** | **Total price (without VAT)** |
| 1. | LOT #2: MFPs | Pc. | 3 |  |  |
| Total Price without VAT |  |
| VAT (12%) |  |
| **Total Final and All-inclusive Price with VAT** |  |

**Checklist for the provided documents:**

|  |  |
| --- | --- |
|  | **You Responses** |
|  | **Yes, provided** | **No, we cannot provide** | **If you cannot provide, pls. indicate reason** |
| Annex 2: Quotation Submission Form duly completed and signed |[ ] [ ]  Click or tap here to enter text. |
| Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 |[ ] [ ]  Click or tap here to enter text. |
| Latest Business Registration/re-registration Certificate |[ ] [ ]  Click or tap here to enter text. |
| VAT Certificate (if applicable) |[ ] [ ]  Click or tap here to enter text. |
| Certificate confirming that currently there are no debts with the tax authorities |[ ] [ ]  Click or tap here to enter text. |
| Brief description of the Company; the description of the Company must demonstrate Company's experience in selling relevant equipment on the market for at least 2 years with a list of similar deliveries over the last 2 years (indicating to whom and when the goods were delivered, with the Customer's contact information); |[ ] [ ]  Click or tap here to enter text. |
| Recommendation letters from previous customers - at least 2 letters |[ ] [ ]  Click or tap here to enter text. |
| A complete set of documents with information about the supplied good (photo, technical specification, user manual, passport copy (if applicable) |[ ] [ ]  Click or tap here to enter text. |
| Letter of confirmation of the warranty for a period of at least 12 months, including warranty conditions and maintenance with the address and contacts of the service centers |[ ] [ ]  Click or tap here to enter text. |
| Availability of Service Centers or a technical support service if maintenance/repair is required, providing the address and contact details of the responsible person |[ ] [ ]  Click or tap here to enter text. |
| Permit of the manufacturer to act as an official dealer or OEM Authorization letter from the dealer/distributor (if the Supplier is not a manufacturer) |[ ] [ ]  Click or tap here to enter text. |
| Provide balance sheet for the last year (income statement and balance sheet); |[ ] [ ]  Click or tap here to enter text. |
| Delivery schedule with approximate date of delivery of goods |[ ] [ ]  Click or tap here to enter text. |
| Free-form Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List |[ ] [ ]  Click or tap here to enter text. |
| Attach any additional information that demonstrates your qualification for these goods including appropriate certifications *[pls. specify]* |[ ] [ ]  Click or tap here to enter text. |

**Compliance with Requirements**

|  |  |
| --- | --- |
|  | **You Responses** |
|  | **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Proposed goods are compliant to the MinimumTechnical Specifications |[ ] [ ]  Click or tap here to enter text. |
| Delivery Term (INCOTERMS): Lot ## 1,2: Kazakhstan, Nur-Sultan, 8, Mangilik El , Business center Altyn-Orda, 13th floor, office 13; Nur-Sultan, A. Mambetova 24, BC Affari, Office 409 |[x] [ ]  Click or tap here to enter text. |
| Delivery Lead Time – maximum 60 calendar days of issue of Purchase Order, UNDP format |[ ] [ ]  Click or tap here to enter text. |
| All equipment and materials must be new, in the factory packaging, not previously used |[ ] [ ]  Click or tap here to enter text. |
| Packaging of equipment/goods will ensure safety during transportation |[ ] [ ]  Click or tap here to enter text. |
| The Bidder will provide a minimum of 12months warranty on the equipment from thetime the goods are handed over to the end user at the address specified; |[ ] [ ]  Click or tap here to enter text. |
| In the event of a warranty, the Bidder will carry out the replacement with a new equipment or components, if it is impossible to repair the purchased equipment in the event of a manufacturing defect |[ ] [ ]  Click or tap here to enter text. |
| Availability of a service centers or a technicalsupport service if maintenance/repair isrequired, providing the address and contactdetails of the responsible person |[ ] [ ]  Click or tap here to enter text. |
| Validity of Quotation – 120 days |[ ] [ ]  Click or tap here to enter text. |
| Payment terms – 100% post-payment |[ ] [ ]  Click or tap here to enter text. |
| Obligation to provide instruction on operation and maintenance (at the time of delivery) |[ ] [ ]  Click or tap here to enter text. |

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| I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted. |
| *Exact name and address of company*Company NameClick or tap here to enter text.Address: Click or tap here to enter text. Click or tap here to enter text.Phone No.: Click or tap here to enter text.Email Address: Click or tap here to enter text. | Authorized Signature: Date: Click or tap here to enter text.Name: Click or tap here to enter text.Functional Title of Authorised Signatory: Click or tap here to enter text.Email Address: Click or tap here to enter text. |