



REQUEST FOR QUOTATION (RFQ)

RFQ Reference: B-220801

Date: 01 August 2022

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP kindly requests your quotation from **Vietnam-based bidders** for the provision of **IT Equipment: servers, desktop computers, webcam and speakers (Thiết bị tin học) for 05 provinces** as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Technical Specification Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated in Section 2. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

A handwritten signature in blue ink, appearing to be 'THH', is positioned above the 'Issued by:' text.

Issued by:

Signature: _____

Name: Tran Thi Hong

Title: Head of Procurement Unit

Date: 1 August 2022

SECTION 2: RFQ INSTRUCTIONS AND DATA

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.</p>
Deadline for the Submission of Quotation	<p>15 August 2022</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p> <p>For eTendering submission - as indicated in eTendering system. Note that system time zone is in EST/EDT (New York) time zone.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input checked="" type="checkbox"/> E-tendering</p> <p><u>To attend this bid, please click the link below and insert the following information:</u> https://etendering.partneragencies.org BU Code: VNM10 Event ID number: B-220801</p> <p>Procurement process is being conducted through the online tendering system of UNDP. Bidders who wish to submit an offer must be registered in the system.</p> <p><u>Visit this page for system user guides and videos in different languages:</u> https://www.undp.org/content/undp/en/home/procurement/business/resources-for-bidders</p> <p>If already registered, go to https://etendering.partneragencies.org and sign in using your username and password. Use “Forgotten password” link if you do not remember your password. Do not create a new profile.</p> <p>If you have never registered in the system before, you can register by visiting the link below and follow the instructions in the user guide (attached):</p> <p>https://etendering.partneragencies.org</p> <ul style="list-style-type: none">•Username: event.guest•Password: why2change <p>Please note that your new password should meet the following criteria:</p> <ul style="list-style-type: none">• Minimum 8 characters• At least one UPPERCASE LETTER• At least one lowercase letter• At least one number <p>You can view and download tender documents with the guest account as per the above username and password, However, if you are interested to participate, you must</p>

	<p>register in the system and subscribe to this tender to be notified when amendments are made.</p>
Cost of preparation of quotation	<p>UNDP shall not 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.</p>
Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_an_dinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier 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. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the General Conditions of Contract</p> <p>Select the applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>

Special Conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 15 days <input type="checkbox"/> Others [pls. specify]
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Currency of Quotation	Quotations shall be quoted in Vietnamese dong (VND)
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>
Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
Duties and taxes	Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from

	<p>customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be inclusive of VAT and other applicable indirect taxes</p> <p><input type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation	<p>English</p> <p>Including documentation including catalogues.</p> <p>User guide manual in both English and Vietnamese for desktops, webcams and speakers.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <p><input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed</p> <p><input checked="" type="checkbox"/> Annex 3: Quotation duly completed and signed and in accordance with the Schedule of Requirements in Annex 1</p> <p><input checked="" type="checkbox"/> Company Business license /Registration certificate</p> <p><input checked="" type="checkbox"/> Authorized Dealer/Distributor Certification (for server and desktop items)</p> <p><input checked="" type="checkbox"/> Other as defined in the Specifications for Goods</p>
Quotation validity period	<p>Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.</p>
Price variation	<p>No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.</p>
Partial Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p>
Alternative Quotes	<p><input checked="" type="checkbox"/> Not permitted</p> <p><input type="checkbox"/> Permitted</p> <p>If permitted, an alternative quote may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, Click or tap here to enter text. reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote"</p>
Payment Terms	<p><input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.</p> <p><input type="checkbox"/> Other Click or tap here to enter text.</p>
Conditions for Release of Payment	<p><input checked="" type="checkbox"/> Complete Installation of software "Doctor for everyone" on new servers</p> <p><input checked="" type="checkbox"/> Passing all Testing as specified in Specification requirements</p> <p><input checked="" type="checkbox"/> Written Acceptance of Goods based on full compliance with RFQ requirements</p> <p><input checked="" type="checkbox"/> Official invoice with guarantee certificates, Certificate of Quality, Certificate of Origin, Official Certificate of Informatic Security from Vietnam Official Authority for Servers (Văn bản xác nhận kết quả kiểm tra an toàn thông tin đối với thiết bị công nghệ thông tin" của Bộ Tư lệnh 86/Bộ Quốc phòng-đối với thiết bị máy chủ).</p>
Contact Person for correspondence, notifications	<p>E-mail address: quach.thuy.ha@undp.org</p>

and clarifications	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 bidders.
Clarifications	Requests for clarification from bidders will not be accepted any later than 03 days before the submission deadline.
Evaluation method	<input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	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.
Type of Contract to be awarded	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) (this template is also utilised for Long-Term Agreement) and if an LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.) <input type="checkbox"/> Contract for Works <input type="checkbox"/> Other Type/s of Contract [pls. specify]
Expected date for contract award.	20 August 2022
Publication of Contract Award	UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	<p>Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org.</p> <p>The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.</p>

ANNEX 1: TECHNICAL SPECIFICATION REQUIREMENTS

From: UNDP Date: 1 August 2022

Item 1: Physical Servers Quantity: 5 pcs

GENERIC SPECIFICATIONS	DESCRIPTION
<i>Specifications of the required item</i>	<p>General requirements The server is 100% new, produced from 2020 or later.</p> <p>Designs Rack mounted server - 2U</p> <p>Processor 2x Intel® Xeon® Gold 5220R 2.2G, 24C/48T, 10.4GT/s, 35.75M Cache, Turbo, HT (150W) DDR4-2666</p> <p>Memory 4x 64GB RDIMM, 3200MT/s, Dual Rank 24 DIMM Slots/ Support 12x NVDIMM</p> <p>RAID Controller Integrated RAID Controller 8GB NV Cache, 12Gbps SAS Supports RAID levels 0, 1, 5, 6, 10, 50, 60 Supports separate RAID controller with M.2 SATA-SSD slot optimized for OS boot</p> <p>Internal Hard disk 2 x 960GB SSD SAS Mixed use 12Gbps 512e 2.5in Hot-Plug</p> <p>Hard Disk Tray Up to 16 Hot Plug Hard Drives</p> <p>Hard Drive Support HDD: SAS, SATA, nearline SAS SSD: SAS, SATA.</p> <p>Supports the following configurations: Up to 16 x 2.5" hard drives: SAS, SATA Internal Dual SD Module supports 16/32/64 GB</p> <p>Expansion slot Supports up to 8 PCIe slots</p> <p>Network card Broadcom 57412 Dual Port IOGbE SFP+ & 5720 Dual Port 1GbE BASE-T rNDC</p> <p>Power SuppJies Two hot plug, redundant (1+1), 750W. power supplies Fan with hot-swaoable, redundancy</p> <p>Management Management card with built-in firmware and driver. Supports up to 16GB ofvFlash media. Capable of managing up to 100 servers without additional administrative software.</p> <p>Support multiple methods for remote administration: +) Direct connection to the management card via USB port +) Connect by Bluetooth 4.0/Wireless protocol via tablet/smartphone</p>

	+) Separate NIC card, Web-based HTMLS-based interface Standard support: HTMLS-based web interface, command line interface, Redfish, RACADM utility, WS-MAN interfaces, RESTful API, HTTPS, SSL, Smart Card authentication, LDAP, Active Directory, NFS v4, SMB3.0 with NTLMv1 and NTLMv2 Built-in tool to automatically update drivers and firmware from the internet. Security Features: Lock down mode: Prevent unauthorized access to change firmware configuration System Erase: Easily erase data in local storage (HDDs, SSDs, NVMs) from the admin page. BIOS Recovery: Detect unauthorized BIOS versions, restore valid BIOS version
Brand/model ¹	Dell / PowerEdge R740 Server <u>(Or other brand with equivalent configurations)</u>
Country of origin	Malaysia or Singapore
Warranty *	Minimum 3 years of technical support degree (24x7) Next Business Day 5-year warranty (on-site warranty including but not limited to fees for sending technical staff to user places as specified in delivery places bellow)
Testing and Installation requirements *	Co-operate with MOH in installation of the software “Doctor for everyone” on new servers.
Other Requirements	-Official Certificate of Informatic Security from Vietnam Official Authority (<i>Văn bản xác nhận kết quả kiểm tra an toàn thông tin đối với thiết bị công nghệ thông tin” của Bộ Tư lệnh 86/Bộ Quốc phòng</i>) -Certificate of Quality -Certificate of Origin -Documents of Custom Clearance
Delivery date	10 weeks upon contract award
Delivery address *	<ul style="list-style-type: none"> - 01 server at Provincial Department of Health (DOH) in Thua Thien – Hue province <ul style="list-style-type: none"> o 4-6th Floors, 6-store building, Provincial Centralized Administrative Campus, Vo Nguyen Giap street, Xuan Phu ward, Hue city, Thua Thien – Hue province - 01 server at Provincial DOH in Binh Dinh province <ul style="list-style-type: none"> o 756 Tran Hung Dao street, Quy Nhon city, Binh Dinh province - 01 server at Provincial DOH in Quang Ngai province <ul style="list-style-type: none"> o 19 Nguyen Chanh street, Tran Phu, Quang Ngai city, Quang Ngai province - 01 server at Provincial DOH in Ca Mau province <ul style="list-style-type: none"> o 155 Bui Thi Truong road, ward 5, Ca Mau city, Ca Mau province - 01 server at Provincial DOH in Dak Lak province <ul style="list-style-type: none"> o 68 Le Duan street, Tan Thanh ward, Buon Ma Thuot city, Dak Lak province
Receiving person with contact number *	To be provided

¹ Brand name purchase for item with value per item > US\$ 2,500 and quantity > 5 needs justifications.
 For purchase of laptops, desktop computers and printers, please follow UNDP standard specifications

* Required fields

Item 2: _____ Desktop computers _____ Quantity: 75 pcs _____

GENERIC SPECIFICATIONS	DESCRIPTION
Specifications of the required item	+ CPU: Intel Core i7 4770, 3.40Ghz up to 3.90Ghz or higher + Ram 8GB or higher + SSD 256 GB or higher + Optical disk driver ODD: DVD-RW + Internet Port: LAN 10/100/1000Mbps + Card & acirc; Audio: Onboard 2.1 Hight Definition + Ports: USB, VGA, Displayport, LAN + Power supplies: 220V; 50Hz + Windows 10 pro or Windows 11 pro with license + 24” Screen + Mouse and keyboard + New 100%, produced in 2021 or later
Brand/model	Dell desktop Dell Optiplex X020 SFFSmall Form Factor <u>(Or other brand with equivalent configurations)</u>
Warranty *	≥ 24 months
Testing and Installation requirements *	<ul style="list-style-type: none"> - User guide manual (English + Vietnamese) - Install Windows 11 - Create UNDP account without password to login - Install Webcam Logitech C922 Pro driver - Use camera application in windows to test Webcam Logitech C922 Pro - Install Jabra Speak 510 MS driver - Use speaker application and Microphone setting in windows to test Jabra Speak 510 MS.
Delivery date	10 weeks upon contract award
Delivery address *	<ul style="list-style-type: none"> - 15 desktop computers at Provincial Departments of Health (DOH) in Thua Thien Hue <ul style="list-style-type: none"> o 4-6 Floors, 6 store building, Provincial centralized administrative campus, Vo Nguyen Giap street, Xuan Phu Ward, Hue City, Thua Thien Hue Province - 15 desktop computers at Provincial DOH in Binh Dinh <ul style="list-style-type: none"> o 756 Tran Hung Dao street, Quy Nhon City, Binh Dinh Province - 15 desktop computers at Provincial DOH in Quang Ngai <ul style="list-style-type: none"> o 19 Nguyen Chanh, Tran Phu, Quang Ngai - 15 desktop computers at Provincial DOH in Ca Mau <ul style="list-style-type: none"> o 155 Bui Thi Truong, Ward 5, Ca Mau City, Ca Mau Province - 15 desktop computers at Provincial DOH in Dak Lak

	o 68 Le Duan Street, Tan Thanh Ward, Buon Ma Thuat City, Dak Lak
Receiving person with contact number *	To be provided

Item 3: Webcam Full HD Quantity: 75 pcs

GENERIC SPECIFICATIONS	DESCRIPTION
<i>Specifications of the required item</i>	+ Compatible with many devices and operating systems: Windows 7/8/8.1/10/11, Mac Os + USB 2.0, Cable >= 1m + New 100%, produced in 2021 or later + Microphone: Micro stereo + Camera: 15 megapixel or higher
Brand/model ²	-Webcam Logitech C920E Pro - Full HD 1080P (Or other brand with equivalent configurations)
Warranty *	≥ 24 months
Testing and Installation requirements *	- User guide manual (English + Vietnamese) - Test together with the desktop as above
Delivery date	10 weeks upon contract award
Delivery address *	- 15 webcams at Provincial Departments of Health (DOH) in Thua Thien Hue <ul style="list-style-type: none"> o 4-6 Floors, 6 store building, Provincial centralized administrative campus, Vo Nguyen Giap street, Xuan Phu Ward, Hue City, Thua Thien Hue Province - 15 webcams at Provincial DOH in Binh Dinh <ul style="list-style-type: none"> o 756 Tran Hung Dao street, Quy Nhon City, Binh Dinh Province - 15 webcams at Provincial DOH in Quang Ngai <ul style="list-style-type: none"> o 19 Nguyen Chanh, Tran Phu, Quang Ngai - 15 webcams at Provincial DOH in Ca Mau <ul style="list-style-type: none"> o 155 Bui Thi Truong, Ward 5, Ca Mau City, Ca Mau Province - 15 webcams at Provincial DOH in Dak Lak <ul style="list-style-type: none"> o 68 Le Duan Street, Tan Thanh Ward, Buon Ma Thuat City, Dak Lak
Receiving person with contact number *	To be provided

² Brand name purchase for item with value per item > US\$ 2,500 and quantity > 5 needs justifications.
For purchase of laptops, desktop computers and printers, please follow UNDP standard specifications

* Required fields

Item 4: _____ Speakers for meeting room _____ Quantity: 75 pcs _____

GENERIC SPECIFICATIONS	DESCRIPTION
<i>Specifications of the required item</i>	Bluetooth Speak + Connectivity: Plug and Play connectivity to PC + Seamless integration and call control with leading UC systems/PC softphones, such as Microsoft Lync, IBM Sametime, Cisco, Avaya, and Skype
Brand/model	Bluetooth Jabra Speak 510 MS <u>(Or other brand with equivalent configurations)</u>
Warranty *	≥ 24 months
Testing and Installation requirements *	<ul style="list-style-type: none"> - User guide manual (English + Vietnamese) - Test together with the desktop as above
Delivery date	10 weeks upon contract award
Delivery address *	<ul style="list-style-type: none"> - 15 speakers for meeting at Provincial Departments of Health (DOH) in Thua Thien Hue <ul style="list-style-type: none"> o 4-6 Floors, 6 store building, Provincial centralized administrative campus, Vo Nguyen Giap street, Xuan Phu Ward, Hue City, Thua Thien Hue Province - 15 speakers for meeting at Provincial DOH in Binh Dinh <ul style="list-style-type: none"> o 756 Tran Hung Dao street, Quy Nhon City, Binh Dinh Province - 15 speakers for meeting at Provincial DOH in Quang Ngai <ul style="list-style-type: none"> o 19 Nguyen Chanh, Tran Phu, Quang Ngai - 15 speakers for meeting at Provincial DOH in Ca Mau <ul style="list-style-type: none"> o 155 Bui Thi Truong, Ward 5, Ca Mau City, Ca Mau Province - 15 speakers for meeting at Provincial DOH in Dak Lak <ul style="list-style-type: none"> o 68 Le Duan Street, Tan Thanh Ward, Buon Ma Thuat City, Dak Lak
Receiving person with contact number *	To be provided

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. 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:	B-220801	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.

Bidder's Declaration

Yes No

- ☐ ☐ **Requirements and Terms and Conditions:** I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
- ☐ ☐ I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
- ☐ ☐ **Ethics:** In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
- ☐ ☐ I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct :<https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct> and acknowledge that it provides the minimum standards expected of suppliers to the UN.
- ☐ ☐ **Conflict of interest:** I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
- ☐ ☐ **Prohibitions, Sanctions:** I/We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
- ☐ ☐ **Bankruptcy:** I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
- ☐ ☐ **Offer Validity Period:** I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
- ☐ ☐ I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.

Yes No

- ☐ ☐ By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

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:	B-220801	Date: Click or tap to enter a date.

Item No.	DESCRIPTION	Quantity	Unit Price (VND)	VAT (if any)	Total Price (VND)
1	Physical servers -Brand name/Model: -Full specifications: -Country of origin: Malaysia?? Singapore??	05	???	???	???
	Warranty time <u>on-site</u> warranty during warranty period (including but not limited to fee for sending technical staff to relevant delivery places and good shipping fee to manufacturer's designated warranty place if any)				
2	Desktop Computers -Brand name/Model: -Full specifications: -Country of origin:	75	???	???	???
	Warranty time (producer standards) <u>on-site</u> warranty during warranty period (including but not limited to fee for sending technical staff to relevant delivery places and good shipping fee to manufacturer's designated warranty place if any)				
3	Webcam Full HD -Brand name/Model: -Full specifications: -Country of origin:	75	???	???	???
	Warranty time (producer standards) <u>on-site</u> warranty during warranty period (including but not limited to fee for sending technical staff to relevant delivery places and good shipping fee to manufacturer's designated warranty place if any)				
4	Speakers for meeting room -Brand name/Model: -Full specifications: -Country of origin:	75	???	???	???

	Warranty time (producer standards) on-site warranty during warranty period (including but not limited to fee for sending technical staff to relevant delivery places and good shipping fee to manufacturer's designated warranty place if any)	?? years/month	(included in unit price?? / if not, put lumpsum cost here)		
5	Installation of the software “ Doctor for everyone” on 5 new servers	Lumpsum	(included in unit price?? / if not, put lumpsum cost here)		
6	Packing and delivery to: <ul style="list-style-type: none"> 4-6 Floors, 6 store building, Provincial centralized administrative campus, Vo Nguyen Giap street, Xuan Phu Ward, Hue City, Thua Thien Hue Province 756 Tran Hung Dao street, Quy Nhon City, Binh Dinh Province 19 Nguyen Chanh, Tran Phu, Quang Ngai 155 Bui Thi Truong, Ward 5, Ca Mau City, Ca Mau Province 68 Le Duan Street, Tan Thanh Ward, Buon Ma Thuat City, Dak Lak 	Lumpsum	(included in unit price?? / if not, put lumpsum cost here)		
7	Fee for obtaining Official Certificate of Informatic Security from Vietnam Official Authority (“ <i>Văn bản xác nhận kết quả kiểm tra an toàn thông tin đối với thiết bị công nghệ thông tin</i> ” của Bộ Tư lệnh 86/Bộ Quốc phòng-đối với thiết bị máy chủ)	Lumpsum	(included in unit price?? / if not, put lumpsum cost here)		
8	Other cost (If any please specify)		???	???	???
	Total (VAT included)				???

Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation are as follows:	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
<u>Delivery date: 10 weeks upon contract award</u>	???	???	
<u>Place of Delivery:</u> <ul style="list-style-type: none"> 4-6 Floors, 6 store building, Provincial centralized administrative campus, Vo Nguyen Giap street, Xuan Phu Ward, Hue City, Thua Thien Hue Province 756 Tran Hung Dao street, Quy Nhon City, Binh Dinh Province 19 Nguyen Chanh, Tran Phu, Quang Ngai 155 Bui Thi Truong, Ward 5, Ca Mau City, Ca Mau Province 68 Le Duan Street, Tan Thanh Ward, Buon Ma Thuat City, Dak Lak 	???	???	
<u>Installation of and testing ordered equipment at delivery places:</u>	???	???	

<ul style="list-style-type: none"> ○ 4-6 Floors, 6 store building, Provincial centralized administrative campus, Vo Nguyen Giap street, Xuan Phu Ward, Hue City, Thua Thien Hue Province ○ 756 Tran Hung Dao street, Quy Nhon City, Binh Dinh Province ○ 19 Nguyen Chanh, Tran Phu, Quang Ngai ○ 155 Bui Thi Truong, Ward 5, Ca Mau City, Ca Mau Province ○ 68 Le Duan Street, Tan Thanh Ward, Buon Ma Thuat City, Dak Lak 			
Validity of Quotation (90 days)	???	???	
Acceptance of all provisions of the UNDP General Terms and Conditions	???	???	
Authorized dealer/distributor certification (for servers and desktop computer)	???	???	
Acceptance of payment terms: 100% contract value to be paid upon receiving the official invoice, satisfactory completion of the delivery and acceptance report of the ordered items certified by authorized person.	???	???	

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]