

## Section 1. Request for Quotation (RFQ) - Letter of Invitation

Dear Sir/Madam,

The United Nations Entity for Gender Equality and the Empowerment of Women, hereinafter referred to as UN Women hereby invites prospective vendors to submit a quotation(s) in accordance with the Request for Quotation (RFQ) documents, including General Conditions of Contract (GCC) and the Terms of Reference as set out in this RFQ.

To enable you to submit a proposal, please read the following documents carefully.

- Section 1. This Letter of Invitation
- Section 2. Instructions to Vendors (including referenced General Conditions of Contract and Model Forms of Contract, available publicly on the UN Women website at: <https://www.unwomen.org/en/about-us/procurement/contract-templates-and-general-conditions-of-contract>)
- Section 3. Information Sheet
- Section 4. Terms of Reference/Schedule of Requirements/Statement of Works

Your submission should include the following:

- Form A: Quotation Submission Form
- Form B: Technical and Financial Offer
- Form C: Voluntary Agreement to Promote Gender Equality and Women's Empowerment (*optional - completed online*)
- Form D: Format For CV Of Proposed Key Personnel, if required

If you are interested in submitting a quotation in response to this RFQ, please prepare your quotation in accordance with the requirements and procedure as set out in this RFQ and submit it by the deadline set out in the notice.

Should you require further clarifications, kindly communicate with the procuring office through the "Messages" function in Quantum.

We look forward to receiving your proposal,  
UN Women Procurement

**Tender Overview**

Samandag Women's Center & Hatay Women's Shelters & Hatay Violence Monitoring and Prevention Centers: IT/Electronics

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## 1 Overview

### 1.1 General Information

<b>Title</b>	Procurement of IT/Electronics - Hatay and Samandag
<b>Contact Point</b>	Procurement Unit
<b>Outcome</b>	
<b>E-Mail</b>	turkiye.operations@unwomen.org
<b>Reference Number</b>	UNW-TUR-2024-00036
<b>Beneficiary Country</b>	TUR
<b>Introduction</b>	Dear Sir/Madam,

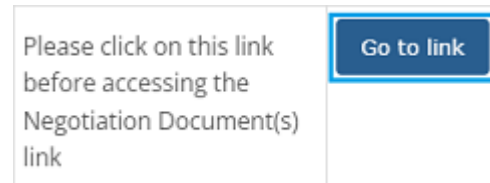
The United Nations Entity for Gender Equality and the Empowerment of Women, hereinafter referred to as UN Women hereby invites prospective vendors to submit a quotation(s) in accordance with the Request for Quotation (RFQ) documents, including General Conditions of Contract (GCC) and the terms as set out in this RFQ.

Existing Suppliers: Navigate to the Quantum Supplier Portal (<http://supplier.quantum.partneragencies.org/>) to log in to the system.

New Suppliers: If you are viewing this notice on UNGM, click on "Links" tab >> "Supplier Registration" >> "Go to link" and you will be re-directed to the registration page of the Quantum Supplier Portal.



To view the solicitation documents - click on "Links" tab >> "Negotiation Document(s)" >> "Go to link". Please ensure to navigate to "Please click on this link before accessing the Negotiation Document(s) link" - this action needs to be done once to enable the access to the solicitation documents.



For more information, see the ["UN Women Quantum supplier guideline"](#).

### 1.2 Tender Timeline

<b>Preview Date</b>	
<b>Open Date</b>	22/02/24 20:55 PM
<b>Close Date</b>	01/03/24 14:30 PM
<b>Time Zone</b>	Coordinated Universal Time

### 1.3 Response Rules

*This negotiation is governed by all the rules displayed below.*

	Rule
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### 1.4 Terms

Negotiation Currency      TRY

## 2 Requirements

*\*Response is required*

While submitting your financial offer to the system, please kindly check the item number. The ranking may vary in the system.

Finansal teklifinizin sisteme girisini yaparken lutfen urun siralamalarini kontrol ediniz. Sistemdeki siralama degisiklik gosterebilir.

### 2.1 Section 1. Requested Documents

- \*1. Please upload **Form A: Quotation Submission Form** in the format provided in this RFQ.
- \*2. Please upload **Form B: Technical and Financial Offer** in the format provided in this RFQ.

### 2.2 Section 2. Women-Owned Details

- \*1. Please select the status of the women-owned entity  
*Hint: Please make sure to fill the Business classification section.*
- \*2. Total number of management board/team members (regardless of gender) :
- \*3. Total number of women in the management board / team:
- \*4. Is your company a signatory to Women's Empowerment principles, which is offering guidance to business on how to promote gender equality and women's empowerment in the workplace, marketplace and community? <https://www.weps.org/>
- \*5. **(Optional) Form C: Voluntary Agreement to Promote Gender Equality and Women's Empowerment Between the Bidder And The United Nations Entity for Gender Equality and the Empowerment of Women**

The United Nations Entity for Gender Equality and the Empowerment of Women, a composite entity of the United Nations established by the United Nations General Assembly by its resolution 64/289 of 2 July 2010 (hereinafter referred to as "UN Women") strongly encourages (Name of the Contractor) (hereinafter referred to as the "Contractor") to partake in achieving the following objectives:

- Acknowledge values & principles of [gender equality](#) and [women's empowerment](#);
- Provide information and statistical data (that relates to policies and initiatives that promote gender equality and women empowerment), upon request;
- Participate in dialogue with UN Women to promote gender equality and
- women's empowerment in their location, industry and organization;
- Establish high-level corporate leadership for gender equality;
- Treat women and men fairly at work and respect and support human rights and nondiscrimination;
- Ensure health, safety and wellbeing of all women and men workers;

- Promote education, training and professional development for women;
- Implement enterprise development, supply chain and marketing practices that empower women;
- Promote equality through community initiatives and advocacy;
- Measure and publicly report on progress to achieve gender equality;
- Adhere to values of respect for fundamental human rights, social justice and human dignity, and respect for the equal rights of men and women, enshrined in the United Nations (UN) Charter and the [UN Supplier Code of Conduct](#).

\*4. Please provide URL/link to WEPs profile

a.1. *Response attachments are optional.*

\*4. My company is committed to gender equality and women's empowerment and we would like to join the

b.1. global community of signatories to the Women's Empowerment Principles (WEPs). We will register our commitment at: [www.weps.org/join](http://www.weps.org/join)

### 2.3 Section 3. Minimum requirements

\*1. Please indicate whether your quotation meets the minimum technical requirements/specifications.

\*2.

Delivery Requirements	
<b>Delivery date and time</b>	Bidder shall deliver the goods 10 working days after Contr
<b>Delivery Terms (INCOTERMS 2010)</b>	Delivered at Place (DAP)
<b>Customs clearance</b> <b>(must be linked to INCOTERM</b>	<input checked="" type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation <input type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
<b>Exact Address(es) of Delivery Location(s)</b>	Samandağ/Hatay Antakya/Hatay The exact addresses will be clarified after contract issuance
<b>Distribution of shipping documents (if using freight forwarder)</b>	N/A

<b>Packing Requirements</b>	N/A
<b>Training on Operations and Maintenance</b>	N/A
<b>Warranty Period</b>	Minimum 2 years
<b>After-sales service and local service support requirements</b>	Minimum 1 year
<b>Preferred Mode of Transport</b>	Land

Please indicate whether your quotation meets the delivery terms and lead times.

*Hint: Please indicate whether your quotation meets the delivery requirements as the goods 10 working days after Contract signature.*

- \*3. Please indicate whether your quotation meets the requirements for the period of quotation validity.
- \*4. Please indicate whether your quotation meets the requirements for the payment terms.
- \*5.

**Technical Specifications for Goods:**

Item No	Item	Minimum technical requirements	Unit
1	Television (Televizyon)	55" 139 Ekran 4K Smart Android TV LED	Each



2	Printer (Yazıcı)	Print Type Color Laser / Print speed 38ppm Print Resolution 12000*1200dpi Supported Paper Size B5(176*250mm),A4 (210*297mm),Letter A5(148*210mm),Duplex Printing Manual Scanning Copy and fax Features Scan Type color CIS Scan Resolution 600*600 Color scanning Copy Resolution 600*600dpi Photocopy Resolution 600*600dpi Photocopy MOQ 1-999 pages Connection Features WI-FI (Baskı Türü Renkli Lazer / Baskı hızı 38ppm Baskı Çözünürlük 12000*1200dpi Desteklenen Kağıt Boyutu B5(176*250mm)A4 (210*297mm),Letter A5(148*210mm)Çift taraflı Baskı ManuelTarama Fotokopi ve fax Özellikleri Tarama Türü renkli CIS Tarama Çözünürlük 600*600 Renkli tarama Fotokopi çözünürlük 600*600dpi Fotokopi Adeti 1-999 sayfa Bağlantı Özellikleri WI-Fİ)	Each
3	Camera Recording Device (Kamera kayıt cihazı)	High Hard Disk Capacity for 6 Months Recording, 8TB Hard Disc (6 Ay Kayıt Yapabilecek Yüksek Hard Disk, 8 tb hard disk)	Each
4	Camera (Kamera)	High Resolution, 5mpx(Yüksek Çözünürlük, 5mpx)	Each
5	Multifunctional printing machine (Çok fonksiyonlu fotokopi makinesi)	55 pages per minute, 1,200 dpi printing performance High-capacity Single Pass Document Feeder (SPDF) 2,600-sheet, 5-tray automatic interchangeable paper feeding (optional) Super-sized 10.1-inch Smart Operation Panel Network assistance and Remote Connection reduce downtime (Dakikada 55 sayfa, 1,200 dpi baskı performansı Yüksek kapasiteli Tek Geçişli Belge Besleyici (SPDF) 2.600 yaprak, 5-kasetli otomatik değişen kağıt besleme (seçenek) Süper boyutlu 10,1 inç Akıllı İşletim Paneli Ağ yardımı ve UzakBağlantı aksaklık süresini azaltır	Each
6	Cordless phone(Telsiz telefon)	Long-distance(Uzak mesafe)	Each
7	Desktop computer (Masa üstü bilgisayar)	Intel Core i5 1235U 21.5" 16 GB RAM 512 GB SSD FHD FreeDOS All In One PC. (Intel Core i5 1235U, 21.5"Monütör , 16 GB RAM, 512 GB SSD FHD FreeDOS All In One Bilgisayar)	Each

8	Computer (Bilgisayar)	i5-12450H/16GB RAM/512GB SSD/16" Win 11 Laptop / (i5-12450H/16GB RAM/512GB SSD/16" Win 11 Dizüstü Bilgisayar)	Each
9	Printer and Copy Machine (Yazıcı ve Fotokopi Makinesi)	Printer+Scanner+Copier+Fax+Wifi Direct Inkjet Printer, White, Color Output, 1200 x 2400 dpi print quality (Yazıcı+Tarayıcı+Fotokopi+Faks+Wifi Direct Mürekkepli Yazıcı, Beyaz, Renkli Çıktı alınabilen 1200 x 2400 dpi baskı kaliteli)	Each
10	Projector (Projeksiyon)	1920x1080p resolution, 3000:1 contrast ratio, 250 cd/m <sup>2</sup> brightness, Home Black Projector(1920x1080p çözünürlüklü, 3000:1 kontrast oranlı, 250 cd/m <sup>2</sup> parlaklık, Ev Tipi Siyah Projeksiyon Cihazı)	Each
11	Projector Screen (Projeksiyon Perdesi)	135x100 cm Tripod Stand Portable Projection Screen (To be used inside the container) (135x100 cm Tripod Ayaklı Taşınabilir Projeksiyon Perdesi (Konteyner içerisinde kullanılacak)	Each
12	Mobile Phones (Cep Telefonu)	Android 128GB Smart Phone (Android 128GB Akıllı Telefon)	Each
13	Television (Televizyon)	32-inch 80 Screen Satellite Receiver Smart HD-ready LED TV Black (Wall-mounted inside the container) (32 inç 80 Ekran Uydu Alıcılı Smart HD-ready LED TV Siyah (Konteyner içi duvar monteli)	Each

*Hint: While submitting your financial offer to the system, please kindly check the item number. The ranking may vary in the system. - Finansal teklifinizin sisteme girişini yaparken lütfen ürün sıralamalarını kontrol ediniz. Sistemdeki sıralama değişiklik gösterebilir.*

**3 Lines**

## Instructions

While submitting your financial offer to the system, please kindly check the item number. The ranking may vary in the system.

Finansal teklifinizin sisteme girisini yaparken lutfen urun siralamalarini kontrol ediniz. Sistemdeki siralama degisiklik gosterebilir.

**3.1 Line Information**

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
1-Humanitarian Project Procurement - RFQ 2 - Television	52161505		Ea	3			
2-Humanitarian Project Procurement - RFQ 2 - Printer	43212100		Ea	3			
3-Humanitarian Project Procurement - RFQ 2 - Camera Recording Device	45121600		Ea	1			
4-Humanitarian Project Procurement - RFQ 2 - Camera	46171610		Ea	10			
5-Humanitarian Project Procurement - RFQ 2 - Multifunctional Printing Machine	45101500		Ea	2			
6-Humanitarian Project Procurement - RFQ 2 - Cordless Phone	43191514		Ea	2			

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
7-Humanitarian Project Procurement - RFQ 2 - Computer	43211503		Ea	5			
8-Humanitarian Project Procurement - RFQ 2 - Desktop Computer	43211507		Ea	15			
9-Humanitarian Project Procurement - RFQ 2 - Printer and Copy Machine	43212100		Ea	2			
10-Humanitarian Project Procurement - RFQ 2 - Projector	45111600		Ea	1			
11-Humanitarian Project Procurement - RFQ 2 - Projector Screen	45111600		Ea	1			
12-Humanitarian Project Procurement - RFQ 2 - Mobile Phones	43191501		Ea	2			
13-Humanitarian Project Procurement - RFQ 2 - Television	52161505		Ea	1			
14-Humanitarian Project Procurement - RFQ 2 - Installation	81111809		Ea	1			

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
15- Humanitarian Project Procurement - RFQ 2 - Delivery	78102200		Ea	1			