

Republic of Maldives

REQUEST FOR QUOTATIONS

DOCUMENT

**for the
Supply, Delivery and Installation of
Computers to Rehendhi Schools
(EEDP/G.40)**

6th March 2018

Enhancing Education Development Project (EEDP)

Ministry of Education
Male', Republic of Maldives

SIMPLE REQUEST FOR QUOTATIONS (FOR GOODS)

Procurement Reference: EEDP/G.40

To: All Vendors

Date: 6th March 2018

The Procuring Entity named above invites you to submit your quotation for the goods described herein. Partial Quotations may be rejected, and the Procuring Entity reserves the right to award a contract for selected items only. Any resulting order shall be subject to the Republic of the Maldives General Conditions of Contract (available on request) except where modified by this Request for Quotations.

SECTION A: QUOTATION REQUIREMENTS:

1) **Description of Supply and Delivery**

Supply, delivery and installation of 35 computer systems and 1 printer for Rehendhi School

- 2) Quotation prices should be **DDP to the above mentioned final destinations**. Either price must include the cost of local insurance, transportation and delivery costs to **the above mentioned final destinations**. The total prices required are therefore total prices to the final destinations. Such prices are to include all local customs charges, import and sales taxes where appropriate.
- 3) The delivery period required is **45 days** from date of order.
- 4) Quotations must be valid for **30 days** from the date for receipt given below.
- 5) The warranty/guarantee offered shall be: **12 months (Compulsory)**
- 6) Quotations and supporting documents as specified in Section B must be marked with the Procurement Reference given above, and indicate your acceptance of the terms and conditions.
- 7) Quotations must be received, in sealed envelopes, no later than: **1100 hours on 14th March 2018, Wednesday**.
- 8) Quotations must be returned to: **Coordination Support Unit, Ministry of Education, Ground Floor, Ghaazee Building, Ameer Ahmed Magu, Male', Maldives**.
- 9) The attached Schedule of Requirements at Section C, details the items to be purchased. You are requested to quote your delivered price for these items by completing and returning Sections B and C.
- 10) **Please provide the catalogue of the offered product with clear indication of offered equipment and its specifications**
- 11) **Please provide clear photos of the items to be offered.**

Quotations that are responsive, qualified and technically compliant will be ranked according to price. Award of contract will be made to the lowest priced quotation by item or by total through the issue of a Purchase Order.

Name: Waleeda Mohamed

Title/Position: Project Coordinator

For and on behalf of the Purchaser

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Your quotation is to be returned on this Form by completing and returning Sections B and C including any other information/certification required within this RFQ.

SECTION B: QUOTATION SUBMISSION SHEET

- 1) Currency of Quotation:
- 2) Delivery period offered: days/weeks/months from date of Purchase Order/Contract.
- 3) The validity period of this Quotation is: days from the date for receipt of Quotations.
- 4) Warranty period (where applicable): months.
- 5) You are required to forward certification or copies of documentation that attest or provide evidence that you meet the following eligible criteria to be to participate in public procurement:
 - i. that you have the legal capacity to enter into a contract;
 - ii. that you are not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances and have not had your business activities suspended;
 - iii. that you have fulfilled your obligations to pay taxes and social security contributions;
 - iv. that the company or its directors or officers have not been convicted of any criminal offense related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within the period of five years preceding the commencement of procurement proceedings or has not been suspended from public procurement in accordance with regulation 61 of the Financial Regulations;
 - v. that the company does not have a conflict of interest in relation to the procurement requirement.
- 6) We confirm that our quotation is based on the terms and conditions stated in your Request for Quotations referenced above, and that any resulting contract will be subject to the Republic of Maldives General Conditions of Contract.
- 7) We confirm that the prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

Authorised By:

Signature:	Name:
Position:	Date:(DD/MM/YY)
Authorised for and on behalf of:	
Company:	
Address:	

If any additional documentation is attached to your quotation, a signature and authorisation at Section B and Section C is still required as confirmation that the terms and conditions of this RFQ prevail over any attachments. If the Quotation is not authorised in Section B and Section C, the quotation may be rejected.

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SECTION C: SCHEDULE OF REQUIREMENTS (to be priced by Tenderer)

Item No	Description of Goods	Unit	Qty	Unit Price Delivered	Total Price Delivered	
1.00	<u>Computer System Specifications:</u>					
	Form Factor:	Small Form Factor, Mini-Tower	NOS	35		
	Processor:	Intel Core i5-5675R				
		3.6 GHz, 4M Cache				
		Four (4) Cores				
	Motherboard:	SATA II Support				
		RAM upgradeable to 8GB				
		Integrated sound				
	RAM:	4 GB, DDR 3				
	Hard Disk:	500 GB SATA II 7200rpm				
	Optical Drive:	Internal 16x DVD Writer / ReWriter				
	Network Interface:	100/1000Mbps Gigabit Ethernet				
	Ports:	2 USB 3.0				
		2 USB 2.0 (1 Front 1 Rear)				
		HDMI and VGA				
	Keyboard:	USB QWERTY Enhanced Keyboard				
Mouse:	USB Wired Optical Scroll Mouse					
Operating System:	Genuine Microsoft 10 Professional 64-bit, Genuine Microsoft Office Professional Plus 2013 or later version.					
Monitor:	21.5" LCD/LED (HDMI and VGA ports)					
Warranty:	1 year parts					
	1 year service					
2	<u>Printer Specifications:</u>					
	Brand:		NOS	1		
	Cartridge/Toner	Must be readily available for purchase.				

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Type:	Black and white laser printer				
Speed:	30 ppm				
Processor:	800 MHz				
Memory:	128 MB				
Duplex Printing:	Automatic				
Paper Size:	A4, Envelope				
Connectivity:	USB, Ethernet				
Network Protocols:	TCP/IP				
Resolution:	200x 1200 dpi				
Paper Input Capacity:	500sheets				
Paper Trays:	2 input trays (including manual feed)				
Compatibility:	Windows XP/Vista/7 (32/64 bit)				
Warranty:	2 year parts				
	2 year service				
1. Rehendhi School, Hulhumale'		NOS	36		
TOTAL					
GST 6%					
				Total DDP Price to Rehendhi School MVR	

Authorised By:

Signature:	Name:
Position:	Date:(DD/MM/YY)
Authorised for and on behalf of:	
Company:	