

# INVITATION TO BID

“Supply and Delivery of Computer Systems & Licenses”

ITB no: RACL/IUL(PROC)/2021/37

Issued on: November 2, 2021



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## Section 1. Letter of Invitation

Regional Airports Company Limited (RACL) hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the **“Supply and Delivery of Computer Systems & Licenses”**.

This ITB includes the following documents

- Section 1: This Letter of Invitation
- Section 2: Instruction to Bidders
- Section 3: Bid Data Sheet (BDS)
- Section 4: Evaluation Criteria
- Section 5: Schedule of Requirements
- Section 6: Returnable Bidding Documents
  - Form A: Bid Submission Form
  - Form B: Price/Delivery schedule
  - Form C: Bid Securing Declaration
  - Form D: Quotation

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it by the Deadline for Submission of Bids set out in Bid Data Sheet.

RACL looks forward to receiving your Bid and thank you in advance for your interest in RACL procurement opportunities.

Issued by:



Name: Abdulla Mizan

Title: General Manager, Procurement

Date: November 02, 2021



## Section 2: Instructions to Bidders

A. GENERAL PROVISIONS			
1.	Scope of Bid	1.1	Regional Airports Company Limited wishes to invite sealed bids from interested and eligible bidders for <b>Supply and Delivery of Computer Systems &amp; Licenses.</b>
		1.2	Throughout this ITB:
		a)	the term “in writing” means communicated in written form (e.g. by mail, e-mail, fax)
		b)	“Day” means calendar day.
2.	Fraud and Corruption	2.1	<p>RACL requires that staff, as well as bidders/suppliers/contractors, observe the highest standard of ethics during this procurement. In pursuance of this policy, RACL defines</p> <ul style="list-style-type: none"> <li>• “Corrupt practice” as the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and</li> <li>• “Fraudulent practice” as misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of RACL, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial noncompetitive levels and to deprive RACL of the benefits of free and open competition.</li> </ul>
		2.2	In pursuance of this policy, RACL:
		a)	Will <b>reject a bid</b> if it determines that the bidder has engaged in corrupt or fraudulent practices in competing for the contract in question.
		b)	Will <b>declare a bidder ineligible</b> , either indefinitely or for a stated period of time, to be awarded a contract (from RACL) if it at any time determines that the bidder has engaged in

				corrupt or fraudulent practices in competing for, or in executing, a RACL contract.
3.	Eligibility	3.1		Eligible bidders for this bid are legal entities registered under the Ministry of Economic Development of the Republic of Maldives.
		3.2		A Bidder <b>should not be suspended, debarred or otherwise identified as ineligible by a state institution</b> . Bidders are required to disclose to RACL whether they are subject to any sanction or suspension imposed by a state institution.
4	Conflict of Interest	4.1		A Bidder <b>shall not have a conflict of interest</b> . Any Bidder found to have a conflict of interest shall be disqualified. A bidder is found to have a conflict of interest for the purpose of this Bidding Process if the Bidder;
			a)	Directly or indirectly controls another bidder, or is controlled by or is under common control with another Bidder; or
			b)	Has a relationship with another Bidder, directly or through common third parties, that puts it in a position to influence the Bid of another Bidder, or influence the decisions of the Purchaser regarding this Bidding process; or
			c)	Or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the goods that are the subject of the Bid; or
			d)	Or any of its affiliates has been hired (or is proposed to be hired) by RACL for the Contract implementation; or
			e)	Has a close business or family relationship with a staff of RACL who: (i) are directly or indirectly involved in the preparation of the bidding document or specifications of the Contract, and/or the Bid evaluation process of such Contract; or (ii) would be involved in the implementation or supervision of such Contract.

		4.2	A firm that is a Bidder shall not participate in more than one Bid. This includes participation as a subcontractor. Such participation shall result in the <b>disqualification</b> of the Bid.	
<b>B. PREPARATION OF BIDS</b>				
5.	Cost of Preparation of Bids	5.1	The Bidder shall bear all costs related to the preparation and/or submission of the Bid, regardless of whether its Bid is selected or not. RACL shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.	
6.	Language	6.1	The Bid, as well as any and all related correspondence exchanged by the Bidder and RACL, shall be written in the language(s) specified in the BDS.	
7.	Documents Comprising the Bid	7.1	The Bid shall comprise of the following documents and related forms.	
			a)	Documents Establishing the Eligibility of the Bidder
			1.	Company Background/profile
			2.	Certificate of Business Registration
			3.	GST registration certificate
			4.	Tax clearance report
			5.	Bidder must submit evidence of having successfully completed similar project (minimum 1) during the past 5 years. (This should be in the form of a work completion certificate or a letter from the customer)
			b)	Bid Submission Form
			c)	Price/Delivery Schedule
			e)	Bid Securing Declaration
			d)	Quotation (This must include item specifications, delivery period and payment terms)
8.	Bid Submission Form	8.1	The Bidder shall submit a completed Bid Submission Form. Failure to submit the Bid Form and an incomplete submission of a Bid Submission Form shall lead to a rejection of the Bid.	

9.	Price/Delivery Schedule	9.1	The Bidder shall submit a completed Price/Delivery Schedule. Failure to submit the Price/Delivery Schedule and an incomplete submission shall lead to a rejection of the Bid.
10.	Quotation	10.1	The Bidder shall submit a complete Quotation. The quotation shall include the unit price of each item as well as the total price. All the items mentioned in this ITB (Schedule of requirements) shall be quoted and all the items shall confirm to the specified technical requirements. Prices quoted shall correspond to 100 % of the items and quantities specified.)
11.	Currency	11.1	All prices shall be quoted in the currency or currencies indicated in the BDS. If prices are quoted in a currency not specified in the BDS, the Bid shall be <b>rejected</b> .
12.	Only One Bid	12.1	The Bidder shall submit only one Bid.
		12.2	Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:
		a)	they have at least one controlling partner, director or shareholder in common; or
		b)	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 ITB process;
		c)	they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder;
13.	Bid Validity Period	13.1	Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for a shorter period shall be <b>rejected</b> by RACL and rendered non-responsive.
14.	Extension of Bid Validity Period	14.1	In exceptional circumstances, prior to the expiration of the Bid validity period, RACL may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing and shall be considered integral to the bid.

		14.2	If the Bidder agrees to extend the validity of its Bid, it shall be done without any change to the original Bid.
		14.3	The Bidder has the right to refuse to extend the validity of its Bid, in which case, the Bid shall not be further evaluated.
15.	Clarification of Bid (from the Bidders)	15.1	Bidders may request clarifications on any of the ITB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing in the manner indicated in the BDS. If inquiries are sent other than specified channel, even if they are sent to a RACL staff member, RACL shall have no obligation to respond or confirm that the query was officially received.
		15.2	RACL will provide the responses to clarifications through the method specified in the BDS.
		15.3	RACL shall endeavor to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of RACL to extend the submission date of the Bids, unless RACL deems that such an extension is justified and necessary.
16.	Amendment of Bids	16.1	At any time prior to the deadline of Bid submission, RACL may for any reason, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.
		16.2	If the amendment is substantial, RACL may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids.
17.	Pre-Bid Conference	17.1	When appropriate, a pre-bid conference will be conducted at the date, time and location specified in the BDS. All Bidders are encouraged to attend. Non-attendance, however, shall not result in disqualification of an interested Bidder. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the Minutes of the Bidder's Conference or issued/posted as an amendment to ITB.



### C. SUBMISSION AND OPENING OF BIDS

18.	Submission	18.1	The Bidder shall submit a signed and complete Bid comprising the documents and forms in accordance with the requirements of the BDS. The Bid shall be delivered using the method specified in the BDS.	
		18.2	The Bid shall be signed by the Bidder or person(s) duly authorized to commit the Bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or a Power of Attorney, accompanying the Bid.	
19.	Hard Copy	19.1	Hard copy (manual) submission shall be governed as follows	
			a)	The signed Bid shall be marked "Original", and its copies marked "Copy" as appropriate. The number of copies is indicated in the BDS. All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail.
			b)	All the pages of the Original Bid and Copies of the bid <b>must be bound together and all pages must contain the page number and the stamp of the bidder.</b>
			c)	Bids shall be sealed in an envelope, which shall:
			i.	Bear the name of the Bidder;
			ii.	Bear the name of the bid.
			If the envelope with the Bid is not sealed and marked as required, RACL shall assume no responsibility for the misplacement, loss, or premature opening of the Bid.	
20.	Deadline for Submission of Bids and Late Bids	20.1	Complete Bids must be received by RACL in the manner, and no later than the date and time, specified in the BDS. RACL shall only recognize the actual date and time that the bid was received by RACL.	
		20.2	RACL shall <b>reject</b> any Bid that is received after the deadline for the submission of Bids.	

21.	Bid Opening	21.1	RACL will open the Bid in the presence of an ad-hoc committee formed by RACL of at least two (2) members.
		21.2	The Bidders' names, prices and any other information that RACL deems relevant will be announced at the bid opening.
		21.3	No Bid shall be rejected at the bid opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders.
<b>D. EVALUATION AND COMPARISON OF BIDS</b>			
22.	Confidentiality	22.1	Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with the process, even after publication of the contract award.
		22.2	Any effort by a Bidder or anyone on behalf of the Bidder to influence RACL in the examination, evaluation and comparison of the Bids or contract award decisions may, result in the rejection of its Bid and may subsequently be subject to the application of RACL's vendor sanctions procedures.
23.	Evaluation of Bids	23.1	RACL will conduct the evaluation solely on the basis of the Bids received.
		23.2	Evaluation of Bids shall be undertaken in the following steps:
		a)	Preliminary Examination (Yes/No)
		b)	Eligibility Criteria (Pass/Fail)
		b)	Technical Evaluation (Pass/Fail)
		c)	Final Evaluation (100 points)
		23.3	Evaluation of Bids shall be carried out according to the criteria provided in Section 4. (Evaluation Criteria).
24.	Due Diligence	24.1	RACL reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully

			documented and may include, but need not be limited to, all or any combination of the following:
		a)	Verification of accuracy, correctness and authenticity of information provided by the Bidder;
		b)	Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team;
		c)	Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder;
		d)	Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous works, as deemed necessary;
		e)	Other means that RACL may deem appropriate, at any stage within the selection process, prior to awarding the contract.
25.	Clarification of Bids	25.1	To assist in the examination, evaluation and comparison of Bids, RACL may, at its discretion, request any Bidder for a clarification of its Bid. This includes asking for a demonstration of the products/services proposed by the bidder.
		25.2	RACL's request for clarification and the response shall be in writing and no change in the prices or substance of the Bid shall be sought, offered, or permitted, except to provide clarification, and confirm the correction of any arithmetic errors discovered by RACL in the evaluation of the Bids, in accordance with the ITB.
		25.3	Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by RACL, shall not be considered during the review and evaluation of the Bids.
26.	Responsiveness of Bids	26.1	RACL's determination of a Bid's responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other

			requirements of the ITB without material deviation, reservation, or omission.
		26.2	If a bid is not substantially responsive, it shall be <b>rejected</b> by RACL and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission
27.	Nonconformities, Reparable Errors and Omissions	27.1	Provided that a Bid is substantially responsive, RACL may waive any non-conformities or omissions in the Bid that, in the opinion of RACL, do not constitute a material deviation.
		27.2	RACL may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.
		27.3	For the bids that have passed the preliminary examination, RACL shall check and correct arithmetical errors as follows:
		a)	if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of RACL there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected;
		b)	if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail, and the total shall be corrected; and
		c)	if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.

		27.4	If the Bidder does not accept the correction of errors made by RACL, its Bid shall be rejected.
<b>E. AWARD OF CONTRACT</b>			
28.	Right to Accept, Reject, Any or All Bids	28.1	RACL reserves the right to accept or reject any bid, to render any or all of the bids as non-responsive, and to reject all Bids at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for RACL's action. RACL shall not be obliged to award the contract to the lowest priced offer.
29.	Award Criteria	29.1	Prior to expiration of the period of Bid validity, RACL shall award the contract to the qualified and eligible Bidder that is found to be responsive to the Schedule of Requirements and has gained the highest marks among the evaluated bids
31.	Contract Signature	31.1	Within five (5) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to RACL. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, RACL may award the Contract to the Second highest rated or call for new Bids.
32.	Performance Security	32.1	A performance security, if required in the BDS, shall be provided in the amount specified in BDS
33.	Advance Payment	33.1	RACL reserves the right to pay an advance payment.
34.	Liquidated Damages	34.1	If specified in the BDS, RACL shall apply Liquidated Damages for the damages and/or risks caused to RACL resulting from the Contractor's delays or breach of its obligations as per Contract.

## Section 3. Bid Data Sheet

BDS No.	Reference to Section 2.	Data	Specific Instructions/Requirements
1	6	Language of the Bid	English
4	17	Pre-bid conference	Will not be conducted
5	13	Bid Validity Period	90 days
6	10	Bid Security	Not required
7	33	Advance Payment upon signing of contract	Not applicable
8	34	Liquidated Damages	The Lessee shall pay the rent due with a penalty charge at the rate of 0.05% of the rent per day from the due date onwards until the date of payment.
9	32	Performance Security	Not required
10	11	Currency of Bid	Maldivian Rufiyaa
11	15	Deadline for submitting requests for clarifications/questions	Date: November 10, 2021, Time: 14:00 hrs
12	15	Contact Details for submitting clarifications/questions	Abdulla Mizan General Manager, Procurement tender@airports.mv
13	15,16	Manner of disseminating supplemental information to the ITB and response/clarifications to queries	Will be emailed to the bidders
14	20	Deadline for Submission	Date: November 14, 2021 Time: 14:00 hrs
15	18,19	Manner of Submitting Bids	2 Hard copies (1 original and 1 copy) and 1 electronic copy.
16	18	Bid Submission Address	6 <sup>th</sup> Floor, H.Suez Ameer Ahmed Magu Male, Maldives
17	21	Date, time and venue for the opening of bid	Date: November 14, 2021 Time: 14:00 hrs Venue: 6 <sup>th</sup> Floor, H.Suez Ameer Ahmed Magu Male, Maldives
18	23	Evaluation Method for the Award of Contract	Refer Section 4: Evaluation Criteria
19		Maximum duration of contract allowed	5 years after effective contract date

## Section 4. Evaluation Criteria

### 1. Preliminary Examination Criteria

Bids will be examined to determine whether they are complete and submitted in accordance with ITB requirements as per below criteria on a Yes/No basis. **Failure to fully complete and submit any of the documents mentioned in clause 7 – Documents comprising the bid, shall make the bid unresponsive and the bid will be rejected.**

### 2. Eligibility Criteria

Eligibility will be evaluated on a Pass/Fail basis. **Failure to pass any of the below criterion will make the bidder ineligible and the bid will be rejected.**

Subject	Criteria	Document Requirement	Submission
<b>ELIGIBILITY</b>			
Eligibility	Bidder is not suspended, debarred or otherwise identified as non-eligible by the Government of Maldives or any other state institution.	Form A: Bid Submission Form	
Conflict of Interest	No conflict of interest in accordance with ITB 4.	Form A: Bid Submission Form	

### 3. Technical Evaluation

Technical Evaluation shall be carried out on a pass/fail basis for compliance with the technical specification identified in this document (Section 5. Schedule of Requirements). The bidder shall furnish documentary evidence to demonstrate that the goods it offers meet the specified technical requirements.

### 4. Final Evaluation – 100 points

Subject	Criteria	Document Requirement	Submission
Final Evaluation	Price (80 points)	Lowest priced technically competent bid shall receive the highest marks. Remaining technically competent bids shall receive marks for price on a pro-rata basis. (Lowest proposed price/Proposed price) x 80	Form B: Price /Delivery Schedule
	Delivery (20 points)	Shortest delivery duration shall receive the highest mark. Remaining technically competent bids shall receive marks for delivery on a pro-rata basis. (Shortest Delivery period/Proposed delivery period) x 20	

## Section 5. Schedule of Requirements

The Bidders must fully comply with the following conditions. Failure to comply with any of the below requirements shall lead to the rejection of the bid during the evaluation stage.

#	Item Description	Qty
1	<p><b>CPU – High End</b>            Operating System: Windows 10 Pro            Processor: Intel Core i7 – 8 Cores            Memory: 32GB (Upgradable to 128GB)            Storage: 512GB M.2 PCIe NVMe Class 40 SSD            Graphics: 4GB Graphics Card (HDMI &amp; DP Ports)            Communications: WiFi and Bluetooth 5.0            Desktop Ports &amp; Connectors:</p> <ul style="list-style-type: none"> <li>• 1 x RJ-45 port 10/100/1000 Mbps (rear)</li> <li>• 2 x USB 2.0 Ports (1 with PowerShare)</li> <li>• 1 x USB 3.2 Gen 1 port (front)</li> <li>• 1 x USB 3.2 Gen 2 Type-C port (front)</li> <li>• 2 x USB 2.0 ports with Power On (rear)</li> <li>• 3 x USB 3.2 Gen 1 Type-A port (rear)</li> <li>• 1 x USB 3.2 Gen 2 Type-A ports (rear)</li> <li>• 1 x Universal Audio Jack (front)</li> <li>• 2 x Display Port 1.4 ports</li> <li>• 1 x VGA Port/Display Port 1.4 Port/HDMI 2.0b Port/ 3.2 USB Type-C Port with Display Port Alt-mode</li> </ul> <p>With wireless keyboard and mouse (Black color), mouse pad, USB speaker and USB hub.</p>	5
2	<p><b>Monitor</b>            Device Type: LED-backlit LCD monitor – 27            Native Resolution: 1920 x 1080 at 60 Hz            Input Connectors:            1 x DisplayPort version 1.2            1 x HDMI port version 1.4            1 x VGA port            1 x USB 3.0 upstream port (bottom)            2 x USB 3.0 downstream ports (side)            2 x USB 2.0 downstream ports (bottom)            Features: USB 3.0 hub</p>	31
3	<p><b>Mini Tower CPU</b>            Processor: Intel i5            Memory: 8GB</p>	18



	<p>Storage: 500GB SSD Operating System: Windows 10 Pro</p> <p>With keyboard and mouse</p>	
4	<p><b>Mini Tower CPU</b> Processor: Intel i7 Memory: 16GB Storage: 500GB SSD Operating System: Windows 10 Pro Graphics Card: 4GB With keyboard and mouse</p>	2
5	<p><b>Laptop - Dell XPS 13</b> or equivalents to following specification Processor: 11th Generation Intel® Core™ i7-1165G7 Processor (12mb cache, up to 4.7 Ghz) Memory: 16GB RAM Storage: 512GB M.2 SSD Display: 13.4" FHD+ (1920 x 1200) Infinity Edge Non-Touch Anti-Glare 500-Nit Display Graphics: Intel® Iris Xe Graphics Wireless: Wifi and Bluetooth Battery: 4c Battery Adapter: Type – C AC Adapter Keyboard: Black Backlit English Keyboard with Fingerprint Reader OS: Genuine Windows 10 Pro Warranty: 1 year Other Accessories: Carry Bag (Black), Mouse and Mouse pad, USB type C to type A converter, USB type c to HDMI adapter and USB hub.</p>	10

## Section 6. Returnable Bidding Documents

This form serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. **No alteration to format of forms shall be permitted and no substitution shall be accepted. Any alteration to these forms will lead to rejection of the bid.**

Have you duly completed all the Returnable Bidding Documents?	<i>Please tick (to be filled by the bidder)</i>	<i>Reference to page number in Bid (to be filled by the bidder)</i>
Form A: Bid Submission Form		
Form B: Price/Delivery Schedule		
Form C: Bid Securing Declaration		
Form D: Quotation		



## FORM A: BID SUBMISSION FORM

Name of Bidder	
Registration No	
Registered Address	
Bidder's Authorized Representative Information	Name:
	Title:
	Contact numbers:
	Email:
Contact Person that RACL may contact for requests for clarifications during Bid Evaluation	Name:
	Title:
	Contact numbers:
	Email:
Please attach the following documents:	<ol style="list-style-type: none"> <li>1. Company Background/profile</li> <li>2. Certificate of Business Registration</li> <li>3. GST registration certificate</li> <li>4. Tax clearance report</li> <li>5. Bidder must submit evidence of having successfully completed similar project (minimum 1) during the past 5 years. (This should be in the form of a work completion certificate or a letter from the customer)</li> </ol>

We, the undersigned, offer to Supply and Deliver the goods in accordance with your Invitation to Bid No. [Insert ITB Reference Number] and our Bid. We hereby submit our Bid.

Our attached Price/Delivery Schedule is for the sum of [Insert amount in words and figures and indicate currency].

We hereby declare that our firm,

		Please tick if applicable
a)	has not been suspended, debarred, sanctioned or otherwise identified as ineligible by any state institution in the Republic of Maldives.	
b)	have no conflict of interest in accordance with ITB clause 4.	

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by RACL.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.



We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by *[Insert Name of Bidder]* to sign this Bid and bind it should RACL accept this Bid.

Name:

Title:

Date:

Signature:

Corporate seal:



**FORM B: PRICE/DELIVERY SCHEDULE**

No.	Description	Qty	Delivery (days)	Unit Price	Total Price
1	CPU – High End	5			
2	Monitor	31			
3	Mini Tower CPU	18			
4	Mini Tower CPU	2			
5	Laptop - Dell XPS 13 or Equivalent	10			
<b>Total</b>					





**FORM C: BID SECURING DECLARATION**

Date:	[insert as day/month/year]
Invitation to Bid Number:	[insert number]
To: Regional Airports Company Limited	
We, the undersigned, declare that:	
We understand that, according to your conditions, Bids must be supported by a Bid-Securing Declaration.	
We accept that we will automatically be suspended from being eligible for bidding in any contract with Regional Airports Company Limited for the period of time of 1 year starting on the date that we receive a notification from Regional Airports Company Limited, if we are in breach of our obligations under the bid conditions, because we	
(a) have withdrawn our Bid during the period of bid validity specified in the Letter of Bid; or	
(b) having been notified of the acceptance of our Bid by Regional Airports Company Limited during the period of bid validity,	
(i) fail or refuse to execute the Contract, if required; or	
(ii) fail or refuse to furnish the Performance Security, in accordance with the ITB.	
We understand that this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) 28 days after the expiration of our Bid.	
Signed:	[insert signature of person whose name and capacity are shown]
In the Capacity of:	[insert legal capacity of person signing the Bid-Securing Declaration]
Name:	[insert name of person signing the Bid-Securing Declaration]
Duly authorized to sign the bid for and on behalf of:	[insert complete name of the Bidder]
Date:	..... day of ....., ..... [insert date of signing]
Corporate Seal:	



## FORM D: QUOTATION

*(Attach the quotation here. The quotation shall include the unit price of each item as well as the total price. All the items mentioned in this ITB (Schedule of requirements) shall be quoted and all the items shall confirm to the specified technical requirements. Prices quoted shall correspond to 100 % of the items and quantities specified.)*

