



Moldova

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: March 26, 2009
	REFERENCE: <i>2009-03-27.2</i>

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before 16:30 (local time) on **April 9, 2009**.

Item	Generic Description [incl. Technical specifications, quality & safety standards, special features required]	Quantity
1	Workstation Processor <i>similar to</i> Intel 2.0 Ghz; RAM 2GB; HDD 160 GB; DVD+/-RW; lat/rus Keyboard; optical mouse. Software: Microsoft Windows XP Pro SPack3, English	10 (ten) pcs
2	Monitor LCD 17", resolution 1280x1024, contrast ratio 500:1	10 (ten) pcs
3	UPS <i>similar to</i> APC Back-UPS 650VA AVR	10 (ten) pcs
4	Surge protector 5 outlets, Schuko, Cord Length 5 m	10 (ten) pcs
5	Software Microsoft Office 2007 Professional, language – English	10 (ten) pcs
6	Print, scan & copy solution: Speed: 20ppm, printer resolution 600x600 dpi, memory 32MB, scan resolution 600x600 dpi optical, copier resolution 600x600 dpi, tray 250 A4 paper, USB 2.0, USB cable included.	2 (two) pcs

CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> CIP
Delivery Place	Social Reintegration Centre for Youth located on 14, Ion Voda str. (Kindergarten No.4, Bloc B), town of Telenesti
Payment Terms	20% payment upon contract signature 80% upon delivery of final product
Validity of Quotation	<input type="checkbox"/> 30 DAYS <input checked="" type="checkbox"/> 60 DAYS
Preliminary Examination - Completeness of quotation.	<input type="checkbox"/> Partial bids permitted <input checked="" type="checkbox"/> Partial bids not permitted
Mode of Transport	AIR SEA
	SURFACE OTHERS
Quantity change	The UNDP reserves the right to modify the quantity by 25% of the tendered goods
General Terms and Conditions	UNDP General Terms and Conditions for Goods/Services http://www.undp.org/procurement/operate.shtml

Please state
Details on any warranty/guarantee conditions:
Details on delivery period:

Name and address of authorized service in Moldova:

Separate quote for estimated transportation & insurance charges:

REQUIREMENTS

Language: All documentation, including installation and operating manuals shall be in:

English French Spanish Others: Romanian

Electricity: Volt: 220 V, AC Hz:50 type F("Schuko") plug

QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:

The quotation/offer shall contain the following:

- Company profile (in brief);
- Quotation for each item in MDL exclusive of VAT (other currency shall be converted in MDL at the UN Operational Rate of exchange on the day of the competition deadline);
- Additional information as requested under the "Please state" section;
- Statement of adherence to UNDP General Terms and Condition and Payment and Delivery Terms above;
- Certificates of quality for the offered equipment;
- Offers shall be presented in English or Romanian.

MINIMUM QUALIFICATION REQUIREMENTS:

- Availability of certificates of quality for the offered equipment;
- Minimum warranty of 3 years for items 1 & 2;
- Maximum delivery period not to exceed 14 calendar days upon signature of contract;
- Availability of authorized service in Moldova;
- Adherence to UNDP General Terms and Condition and Payment and Delivery Terms above.

Offers will be evaluated based on their responsiveness to the technical specifications and the minimum qualification requirements, within the "either in or out" rule.

IMPORTANT NOTE: Delivered computer equipment shall be FCC compliant and shall be compatible with the Microsoft Hardware Compatibility List

NAME, FUNCTIONAL TITLE: **Matilda Dimovska, Resident Representative a.i**

Signature:  DATE: 26-03-2009

CONTACT PERSON: *Liliana Caterov, Project Assistant (liliana.caterov@undp.org)*

CONTACT ADDRESS: UNDP Moldova, 131, 31 August 1989 Street, MD-2012 Chisinau

SUBMISSION OF OFFERS:

Offers shall be marked with the note "**RfQ: BO Project – IT Equipment for SRCY Telenesti**".
Offers shall reach the UNDP office not later than **9 April 2009, 16:30 (local time)**.

Offers can be submitted either in hard copy, or electronically. Offers received by fax will be rejected. Incomplete offers shall not be examined.

a) Documents/offers in hard copy need to be submitted in a sealed envelope and addressed to:
**UNDP Moldova,
131, 31 August 1989 Street, MD-2012 Chisinau
Attention: Registry Office/Procurement**

b) Offers sent electronically need to be addressed to the following e-mail address:
tenders-Moldova@undp.org