



Moldova

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM:	DATE: 18 February 2009
	REFERENCE: <i>2009-02-18.2</i>

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **16:30 (local time) on 25 February 2009**.

Item	Generic Description	Quantity
1.	DESKTOP: Processor <i>similar</i> to Intel Core 2 Duo E6300; RAM 1 GB; HDD 160 GB; SATA2; DVD-RW; Ethernet 10/100; lat/rus Keyboard; optical mouse; speakers. Software: MS WinXP Pro SP2, English	5 (five)
2.	MONITOR: LCD, 17 inches, resolution 1280 x 1024, contrast ratio 500:1, 300 cd/m2, 8ms, viewing angle 160/160	5 (five)
3.	UPS: <i>Similar</i> to Power Matrix BNT 600 AP	5 (five)
4.	Surge protector: 5 Outlets, Schuko, Cord Length 5 m.	5 (five)
5.	SOFTWARE: Microsoft Office 2007 Professional, English	5 (five)

CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> CIP
Delivery Place	119, Alecsandri Street, Chisinau, Moldova
Payment Terms	100% upon delivery and installation
Validity of Quotation	<input checked="" type="checkbox"/> 30 DAYS <input type="checkbox"/> 60 DAYS
Preliminary Examination - Completeness of quotation.	<input type="checkbox"/> Partial bids permitted <input checked="" type="checkbox"/> Partial bids not permitted
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

REQUIREMENTS

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

English French Spanish Others: (Russian, Romanian)

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

QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:

The quotation/offer shall contain the following:

- Company profile (brief information);
- Quotation for each item in MDL exclusive of VAT (other currencies shall be converted into MDL at the UN Operational Rate of Exchange on the day of competition deadline);
- Additional information as requested under the "Please state" section;
- Statement of adherence to UNDP General Terms & Conditions and Payment & 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 21 working days upon signature of contract;
- Availability of authorized service in Moldova;
- Adherence to UNDP General Terms and Conditions 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, Deputy Resident Representative**

Signature: 

DATE: 18.02.2009

CONTACT PERSON: Veaceslav Balan, Project Manager (veaceslav.balan@undp.org)

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

SUBMISSION OF OFFERS:

Offers shall be marked with the note "**RfO: IT Equipment – ESM Project**".

Offers shall reach the UNDP office not later than **25 February 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

