



Electoral Support to Moldova Project

Funded by the European Commission
Co-funded and implemented by the
United Nations Development Programme



REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM: Professional video equipment stores	DATE: 22 October 2010
	REFERENCE:

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **16:30 (local time)** on **29 October 2010**.

Important Note:

This professional video equipment is to be used for a wide range of remote shooting activities such as Central Electoral Commission regular meetings, press conferences, videoconferences, and other events.

The signal/video output should be of high quality so it can be used for both internet live translations and live TV broadcasting. Also, the camera must be equipped with a card slot that would allow it accepting optional interface cards, which would enable the camera to be integrated into every kind of system from RGB to DV and SDI, or even fiber.

Camera's design and functionality should allow both desktop and ceiling mount. The pan/tilt mechanism must allow the camera to cover a wide shooting range.

The remote control should allow controlling the camera from the distance and must comprise basic controls like pan/tilt movements, zoom, and camera settings. Camera directing must be user friendly and easily manned by non professional personnel.

The "pool feed" distribution amplifier must serve the media and press representatives which are attending the CEC public meetings and press conferences, and must serve as one point of getting the video/audio outputs for their purposes from the camera.

Item	Generic Description	Quantity
1.	<p>Robotic digital color video camera similar to, and at minimum:</p> <p>Device mounting: Ceiling or Desktop Image Device: min. 3 1/3", CCD Modes: 4:3 mode, 16:9 mode Signal systems: NTSC/PAL Video output: 1.0 Vp-p composit 75 Ohms Audio embeded Minimum effective pixels: NTSC 768(H) x 494 (V) PAL 752(H) x 582(V) Minimum horizontal resolution: 600 TV lines Sync systems: Internal/External Lens: 12x optical zoom, 48x digital zoom Gain: Auto/Manual switchable (up to 3db steps) Focus control: Auto/Manual switchable Power: 220 VAC Horizontal viewing angle: 4:3 mode 3.3 to 37.8 degrees 16:9 mode 4.0 to 45.4 degrees Pan/Tilt angle: -170 to +170 degrees (Pan) -30 to +90 degrees (Tilt) Shutter speed: NTSC 1/10000 to 1/4 s PAL 1/10000 to 1/3 s</p> <p>Accessories: power/electrical cables, video/audio cables, terminal connector, optical fiber cable, brackets for ceiling mounting option.</p> <p>Optional Interface Cards for other video outputs: Analog/RGB Component Card SDI Card DV Card</p>	<p>1 (one)</p> <p>1 (one)</p> <p>1 (one)</p> <p>1 (one)</p>

2.	Remote Control Unit for the video camera	1 (one)
3.	"Pool feed" distribution amplifier 1-In/minimum 24-Out Video/Audio Press Feed System similar to: Input : Composite Video, 1 Vpp @ 75 ohms, on a BNC connector Balance Mono Audio, Mic or Line level switchable, on an XLR connector Output: Composite Video x24, 1 Vpp @ 75 ohms, on BNC connectors Balanced Mono Audio x24, 12 mic or line, 12 line level only, on XLR connectors Video Bandwidth: 8 MHz Audio Bandwidth: 15 KHz Audio Controls: Mic or Line level Input Mic or Line level for 12 outputs Audio Output Gain Control Power Source: 220 VAC @ 50/60 Hz	1 (one)
5.	Installation and mounting works of the camera on the ceiling (and of the whole system together)	
6.	Other works and materials (please quote if other needed)	

CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> CIP
Delivery Place	Chisinau, Moldova, Str. V. Alecsandri 119, (CEC building)
Payment Terms	100% upon delivery and installation of equipment
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
General Terms and Conditions	UNDP General Terms and Conditions for Goods/Services http://www.undp.org/procurement/operate.shtml

Please state	
Details on delivery period	
Details on warranty/guarantee conditions	
Name and address of authorized service in Moldova	

REQUIREMENTS	
<u>Language:</u> All documentation, including installation and operating manuals shall be in:	
<input checked="" type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input checked="" type="checkbox"/> Others: (<i>Romanian</i>)	
Electricity: Volt:220 V, AC Hz: 50 type F('Schuko') plug	
QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:	
The quotation/offer shall contain the following: <ul style="list-style-type: none"> • Company profile (summary); • Quotation for each item in MDL exclusive of VAT (other currency shall be converted into MDL at the UN Operational Exchange Rate on the day of competition deadline); • Statement of adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above; • Certificates of quality for the offered equipment; • Additional information as requested under the "Please state" section; • Offers shall be presented in English or Romanian. 	
MINIMUM QUALIFICATION REQUIREMENTS:	
<ul style="list-style-type: none"> • Adherence to UNDP General Terms and Conditions and Payment and Delivery Terms; • 1 year experience in provision of similar services; • Availability of Certificates of quality for the offered equipment; • Availability of authorized service in Chisinau, Moldova; • Minimum warranty period of 3 (three) years; • <u>Maximum delivery period not to exceed 2 weeks upon signature of contract.</u> 	

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

NAME, FUNCTIONAL TITLE: **Veaceslav Balan, Project Manager,
Electoral Support to Moldova Project
UNDP Moldova**

Signature:



DATE:

22.10.2010

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 "**RfQ: Professional Video Equipment/ Elections**".

Offers shall reach the UNDP office not later than **29 October 2010, 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