



Moldova

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM: <u>IT companies/ dealers</u>	DATE: 28 October 2010
	REFERENCE: RfQ10/00261

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **16:30 (local time) on 11 November 2010**.

Item	Generic Description of goods	Quantity																								
1.	<p>MULTIFUNCTIONAL PRINTER (type 1)</p> <table border="1"> <tr><td>Technology:</td><td>- Laser B&W</td></tr> <tr><td>Connectivity:</td><td>- 10/100 BaseTX Ethernet (build in), USB 2.0</td></tr> <tr><td>Memory std:</td><td>- min. 32 Mb</td></tr> <tr><td>Monthly duty cycle:</td><td>- 1,000 pages</td></tr> <tr><td>Media size:</td><td>- A4, A5, C6 Envelope</td></tr> <tr><td>Input tray capacity:</td><td>- min. 500 pages</td></tr> <tr><td>Automatic duplex:</td><td>- yes</td></tr> <tr><td>Manual feeder:</td><td>- yes</td></tr> <tr><td>Printing:</td><td>- draft quality speed min 25 ppm resolution 1200x1200 dpi</td></tr> <tr><td>Scanning:</td><td>- min. 600x600 dpi</td></tr> <tr><td>Copy Resolution:</td><td>- min 600x600 dpi speed min. 20 ppm</td></tr> <tr><td>Other:</td><td>- 3 additional cartridges included</td></tr> </table>	Technology:	- Laser B&W	Connectivity:	- 10/100 BaseTX Ethernet (build in), USB 2.0	Memory std:	- min. 32 Mb	Monthly duty cycle:	- 1,000 pages	Media size:	- A4, A5, C6 Envelope	Input tray capacity:	- min. 500 pages	Automatic duplex:	- yes	Manual feeder:	- yes	Printing:	- draft quality speed min 25 ppm resolution 1200x1200 dpi	Scanning:	- min. 600x600 dpi	Copy Resolution:	- min 600x600 dpi speed min. 20 ppm	Other:	- 3 additional cartridges included	1 (one) pcs.
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2.	<p>MULTIFUNCTIONAL PRINTER (type 2)</p> <table border="1"> <tr><td>Technology:</td><td>- Laser B&W</td></tr> <tr><td>Memory std:</td><td>- min 256 MB</td></tr> <tr><td>Monthly duty cycle:</td><td>- 70,000 pages</td></tr> <tr><td>Media size:</td><td>- A4, A3</td></tr> <tr><td>Input tray capacity:</td><td>- 2 x 500 pages (A4)</td></tr> <tr><td>Output tray capacity:</td><td>- min. 250 sheet tray plant</td></tr> <tr><td>Automatic duplex:</td><td>- yes</td></tr> <tr><td>Automatic two-sided copying:</td><td>- yes</td></tr> <tr><td>Printing:</td><td>- draft quality speed A3/13ppm, A4/22ppm</td></tr> <tr><td>First page out:</td><td>- max 10 seconds (A4)</td></tr> <tr><td>Copy Resolution:</td><td>- min 600x600 dpi</td></tr> <tr><td>Other:</td><td>- 3 additional cartridges included</td></tr> </table>	Technology:	- Laser B&W	Memory std:	- min 256 MB	Monthly duty cycle:	- 70,000 pages	Media size:	- A4, A3	Input tray capacity:	- 2 x 500 pages (A4)	Output tray capacity:	- min. 250 sheet tray plant	Automatic duplex:	- yes	Automatic two-sided copying:	- yes	Printing:	- draft quality speed A3/13ppm, A4/22ppm	First page out:	- max 10 seconds (A4)	Copy Resolution:	- min 600x600 dpi	Other:	- 3 additional cartridges included	1 (one) pcs.
Technology:	- Laser B&W																									
Memory std:	- min 256 MB																									
Monthly duty cycle:	- 70,000 pages																									
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First page out:	- max 10 seconds (A4)																									
Copy Resolution:	- min 600x600 dpi																									
Other:	- 3 additional cartridges included																									

IMPORTANT NOTE FOR ALL ITEMS:

- please state the exact cartridge model
- please state the number of standard pages per offered cartridge
- please state separately the cost of cartridge
- the evaluation will be made based on the combination of printer's cost and cost of cartridges required for 2-years operation

CONDITIONS	
Delivery Term (INCOTERMS 2000)	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input checked="" type="checkbox"/> DDU Chisinau, Moldova
Delivery Place	131, 31 August 1989 Street, Chisinau, Republic of Moldova
Payment Terms	100% upon delivery
Delivery time	Up to 1 (one) month upon receipt of approved UNDP Purchase Order
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
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 (where appropriate)	
Quantity discount and early payment discount:	Availability of local service in countries of final destination (please indicate the contacts):
Details on any warranty/guarantee conditions:	Separate quote for estimated transportation & insurance charges:

Requirements
Language: 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 (Russian & Romanian optional)
Electricity: 50/60 Hz phase AC: 220-240V Interface: Schuko plug (type F)
<p>QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS: The offer shall comprise the following documents (not subject to return upon evaluation):</p> <ul style="list-style-type: none"> ✓ Language of Offer – English, Romanian, Russian (preferably English) ✓ Additional information as requested under the "Please state" section; ✓ Quotation in MDL/USD/EUR exclusive of VAT (evaluation will be made in USD. Other currencies shall be converted into USD at the UN Operational Rate of Exchange on the day of competition deadline); ✓ Statement on adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above ✓ Certificates of quality for the IT equipment ✓ Statement or certificate of origin for the IT equipment <p>MINIMUM QUALIFICATION REQUIREMENTS:</p> <ul style="list-style-type: none"> ✓ Conformation to the minimum specifications listed at the "General Description of Goods" above ✓ Adherence to UNDP General Terms and Conditions and Payment and Delivery Terms above. ✓ Availability of certificates of quality for the IT equipment ✓ Availability of warranty support in Moldova ✓ Compatibility with Windows XP system <p>Offers will be evaluated based on their responsiveness to the technical specifications and the minimum qualification requirements, within the "either in or out" rule.</p>

NAME, FUNCTIONAL TITLE: **Iihom Muhomediev, Procurement Specialist**

Signature: _____

DATE: 28/10



CONTACT PERSONS: Vladimir Babii, Logistics & Admin. Associate/EUBAM (vladimir.babii@undp.org)
Iihom Muhomediev, Procurement Specialist/EUBAM (iihom.muhammadiev@undp.org)

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

SUBMISSION OF OFFERS:

Offers shall be marked with "**RFQ: Multifunctional Printers for Partners / EUBAM**".

Offers shall reach the UNDP office not later than **11 November 2010, 16:30 (Moldova local time)**.

Offers can be submitted either in hard copy, or electronically.

a) Documents/offers in hard copy need to be 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