

**Pre-bidding Conference Minutes**  
**ITB for the supply of IT equipment on Long Term Agreement basis (ITB11/00300)**  
**16 February 2011, 11:00**  
**UN House Conference Room**

**Agenda:**

1. Description of the ITB process
2. Qs & As

**1. Description of the ITB process**

Purpose of the ITB: Identification and selection of minimum two and maximum three suppliers (per each LOT) of IT and office equipment with the purpose of entering into a Long Term Agreement for a period of one year with the option to extend for two additional years, subject to a satisfactory performance evaluation.

A detailed description of the ITB process was made, highlighting the most important parts of the published document: minimum presentation requirements, general and special conditions applicable, minimum qualifications for bidders, submission details and deadlines, evaluation criteria, details of the Schedule of Requirements, Technical Specifications and required format and modality for presenting the price quotations, as well as award criteria and methodology and procedures for identifying the winners of the competition.

**2. Qs & As received before the Pre-bidding Conference (as of 16/02/2011):**

**Q1:** Item 7 of LOT 2 requests a **Laser Color Multifunctional Printer**. Such companies as Xerox, Lexmark, Oki possess both - **Laser Color technology** and **LED Color technology**, which is identical to the Laser technology. The only difference between the Laser Color and LED Color technologies is the modality of projecting the image on the photo-receptive cylinder – either through a Laser beam or through a LED beam. Both technologies respect the same image transfer technology - Toner Dry Electrostatic Technology. Will LED Color technology equipment offered under Item 7 of LOT 2 be considered as qualified?

**A1:** LED Color technology equipment offered under Item 7 of LOT 2 will be considered as qualified if it is proposed as an additional alternative option to Laser Color technology equipment.

**Q2:** LOT 2 requests three different types of equipment. Is it possible for one Vendor to offer three different brands of equipment?

**A2:** In order to minimize the administrative and after-sales maintenance costs for such equipment, as well as to streamline and simplify the contract management arrangements related to warranty and after-sales issues, UNDP will give preference to companies offering equipment of the same brand for all three Items under LOT 2. If, however, bidders choose to offer equipment of different brands, detailed description of warranty and after-sales arrangements should be presented, including available sources and current prices of spare-parts and consumables.

**Qs & As received during the Pre-bidding Conference:**

**Q3:** UNDP requests Microsoft Windows 7 Professional 32-bit English OS under Items 1-3 of LOT 1. Is it possible to offer Microsoft Windows 7 Professional 64-bit English OS?

**A3:** Yes, it is possible to offer Microsoft Windows 7 Professional 64-bit English OS as alternative to Microsoft Windows 7 Professional 32-bit English OS. Microsoft Windows 7 Professional 32-bit English OS should be present in offer. 64-bit Microsoft Windows OS could have several possible issues: existing VPN clients in UNDP are not compatible with 64-bit systems, 32-bit programs work slowly on 64-bit systems, and legacy equipment with 32-bit drivers won't work on 64-bit system.

**Q4:** What is the yearly amount planned for each LOT?

**A4:** The consolidated UNDP Moldova procurement plan for 2011 shows a planned volume of IT and office equipment of approximately 700,000 USD, out of which approximately 550,000 USD planned for LOT 1 and 150,000 USD for LOT 2. UNDP does not guarantee that similar volumes would be ordered during 2011 or during the next three years.

**Q5:** The weight of Item 3 of LOT 1 is limited up to 2.2 kg. Some brands offer equipment which conform to all technical specifications, except for the weight (which is approximately 2.3 kg)? Will such equipment be considered as qualified?

**A5:** No, such equipment will be not considered as qualified.