

Pre-bidding Conference Minutes
ITB for the supply of IT equipment on Long Term Agreement basis (ITB11/00373)
28 June 2011, 10:00
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 of IT 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. Offerors were also informed that current competition is a re-launch of competition for requirements under LOT 1 of previously conducted competition ITB11/00300.

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

Questions received during the Pre-bidding Conference:

Q1: Items 1 & 2 request processors manufactured according to the 45nm manufacturing technology. Can we provide processors manufactured according to the 32nm manufacturing technology?

A1: Yes.

Q2: Item 3 requests processors with minimum 2.66 GHz. Can we provide processors with Turbo Boost technology of 2.60 GHz?

A2: Kindly refer to the revised specifications for Item 3 presented below.

Q3: Item 3 requests WXGA displays. Can we offer displays with 1366x768 resolution?

A3: Offered equipment shall comply with the minimum requirements stipulated. Offers of equipment exceeding the minimum requirements are welcome, but they will not receive any advantage in the course of evaluation.

Q4: What is meant by "support for two monitors"? Should the support be for two additional monitors connected to the laptop, not taking into account the laptop's display, meaning that offered laptop should support three monitors? Or should this support be for two additional monitors connected to the docking station?

A4: Support for two monitors refers to video adapter, which has to provide connectivity from docking station to two external monitors in at least “extended desktop mode”, and in case of autonomous laptop usage connectivity to one external monitor in the same “extended desktop mode”.

Q5: Can we offer displays of 14.1 inch under Item 3?

A5: No.

Q6: Does Item 4 need to of the same brand as Items 1 and/or 2?

A6: UNDP Moldova does not restrict brands. Of course it is more convenient for us to have equipment of the same brand for warranty and after-sales service purposes. But this is not a restriction, as long as all other conditions and minimum requirements are met.

Q7: 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?

A7: 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. However, Microsoft Windows 7 Professional 32-bit English OS should be present in offer. Offered equipment should be able to function with Microsoft Windows 7 Professional 32-bit English OS. 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.

Q8: What keyboards should be offered under Items 1 & 2 – USB Keyboard, US English/Russian? What about the keyboard of the laptop itself under Item 3?

A8: For Items 1 & 2 – Yes. For Item 3, because of localization restrictions related to the OS language version, offered laptops should have just US English layout. If manufacturer offers possibility of US English/Russian keyboard, it is also acceptable.

Q9: Under Item 3, what does the weight refer to – the laptop in the requested configuration or the model itself as described by the manufacturer?

A9: Kindly refer to the revised specifications for Item 3 presented below.

Q10: What class of laptops are requested under Item 3?

A10: Kindly refer to the revised (fine-tuned) specifications for Item 3 presented below.

IMPORTANT NOTE: In view of the questions and comments made by representatives of companies during the Pre-bidding Conference in regards to Item 3, and in order to take into account the latest industry developments, UNDP Moldova is hereby revising the technical specifications for Item 3, as follows:

Item	Description of goods	
3.	NOTEBOOK – PORTABLE (Warranty: 3 years)	
	CPU	2-cores Processor (Manufacturing Technology 32nm) – 2.60 GHz, 3MB cache, 5 GT/s, with support for DDR3-1066/1333
	RAM	4 GB
	HDD	320 GB, 7200 RPM
	LCD display	14 inch WXGA LED with Integrated Web Camera
	Video	Support for two monitors
	Wired network	Ethernet 100/1000 Mbps
	Wireless conn.	Wi-Fi (802.11 a/b/g/n), Bluetooth
	Optical drive	DVD+/-RW
	Sound card	Integrated

Ports	3 USB 2.0; 1 microphone in; 1 headphone; 1 docking connector; 1 external VGA monitor; 1 RJ-45
Slots	1 Type I/II PC card
Input Device	Keyboard, US English or US English/Russian, illuminated (built-in function)
Pointing device	Touchpad
Battery	6-Cell Lithium-Ion
Weight	Up to 2.1 kg in minimum configuration specified by manufacturer
Accessories	USB 2.0 memory stick 16 GB; Bag; USB Keyboard, US English/Russian; USB optical mouse with scroll wheel; Docking station, USB 2.0, RJ-45, VGA, DVI; Monitor stand; Auto/Air/AC adapter; Kensington lock
Security	Lock Slot
OS	Microsoft Windows 7 Professional 32-bit English

An Amendment to the Invitation to Bid shall also be published.

Questions received after the Pre-bidding Conference (as of 28/06/2011):

Q1: UNDP requested a minimum of 3 years of experience in supply of IT equipment. Offerors shall provide copy of the financial balance sheet for the last 3 years.

Our company was established in November 2010 as the Moldovan branch of one of the leaders in IT distribution on Romanian market for 15 years. Formally, we don't have the required experience on local market, but we get all the support from the mother company. As a part of its corporate policy, the mother company doesn't participate into tenders directly, only through its representatives. For this tender, was decided that one member of the group of companies will be the associated company with the Moldovan branch and can provide all the necessary documents to prove that bidder have requested experience and financial capacity. Will the Moldovan branch be eligible in this case? Do you need a special form of agreement between the Moldovan branch and the associated company from Romania?

A1: If the Moldovan branch submits a bid, it will not conform to one of the minimum requirements and will therefore not be eligible. Under these specific circumstances, the bid can be submitted by the mother company or any other associated company which meets the minimum requirements. The Moldovan branch could only be indicated as the local partner for delivery, logistics, warranty, after-sales services etc., if this is the case. The contract will be signed with the bidder which submitted the bid, if identified as one of the winners of the competition.

Q2: Another question is about clause 9 (a) – "Bidder should be duly authorized by the goods' manufacturer to supply the goods in the country of final destination". Although the Moldovan branch has not received yet full status of distributor for some brands (due to formal procedures), all our deliveries are made with the producers' agreement. For this tender, we will request an official letter from the manufacturer that we have the permission to perform the contract. Will this kind of letter serve as documentary evidence of our qualification for you?

A2: The main applicant/bidder must be authorized by the manufacturer to supply the goods to Moldova.