

**REQUEST FOR QUOTATION (RFQ)**

NAME & ADDRESS OF FIRM:	DATE: <b>4 June 2012</b>
	REFERENCE: <b>RfQ12/00555</b>

Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before **16:30 (local time) on 15 June 2012**.

Within the project PAF 2011/2012 it is proposed to elaborate a distant learning course for youth. The project will set up a platform at the level of the school curricular for empowering young people to protect from HIV through institutionalizing a school curricular in the education system of Moldova and launching in the school system of an internet-based curricular on empowering young people to prevent infecting with HIV/STIs. The major aim of the project is to launch a distance learning course on health education for youth, through internet or CD based system which is expected to be very efficient, innovative and attractive for young people.

Based on the collaboration agreement of 07/07/2011 between UNAIDS and Ministry of Education it was decided to adjust the course to the open software package Moodle and to launch it on internet, DVD and mobile base. In order to launch the project it is necessary to train teachers from all the schools of the country (1498 schools). Ministry of Education is ready to ensure trainings during the years 2012-2013 in the Institute of Education Sciences. Taking into consideration the fact that the learning course can be accessed only through a computer and the computers from the Institute are outworn and not quite functional it is necessary to ensure it with equipment. According to the letter Nr. 02/15-357, the Ministry of Education requested UNAIDS support in buying 30 computers and 2 monochrome laser printers to be used during trainings sessions aimed at building capacity of teachers in using and managing [www.viataसानatatea.md](http://www.viataसानatatea.md) website.

Item No.	Generic Description	Quantity
1.	<b>Desktop Computer (school/office model)</b> CPU: 1 or 2 -cores Processor, 2.66 GHz, 3MB cache Video Card: integrated Sound card: Integrated RAM: 1 GB HDD: 80 Gb, SATA Optical drive: DVD-ROM or DVD-RW Network: Ethernet 100/1000 Keyboard: Included, US English/Russian Mouse: Optical OS: No Operating System	30 (thirty) units
2.	<b>Monitor – 19" LCD Widescreen</b> Resolution: 1366x768 Response time: Maximum 8 ms	30 (thirty) units

	Ports: VGA	
3.	<b>Printer</b> Media size: A4 Print speed: at least 16 ppm Monthly duty cycle: at least 1000 pages Print quality: 600 dpi Input capacity: 100 sheets Multi-purpose tray: 100 sheets Duplex: Available Memory: 8 MB Connectivity: Hi-Speed USB 2.0 printer port Supported OS: Microsoft Windows XP/Vista/7	2 (two) units

CONDITIONS	
Delivery Term (INCOTERMS 2010) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP <input checked="" type="checkbox"/> <b>DAP</b>
Delivery Place	67, Bucuresti Street, Chisinau, Republic of Moldova
Payment Terms	<b>100% upon delivery of goods</b>
Validity of Quotation	<input checked="" type="checkbox"/> <b>30 DAYS</b> <input type="checkbox"/> 60 DAYS
Preliminary Examination - Completeness of quotation.	<input checked="" type="checkbox"/> <b>Partial bids permitted by Item</b> <input type="checkbox"/> Partial bids not permitted
Quantity change	<b>The UNDP reserves the right to modify the quantity by 25% of the tendered goods</b>
General Terms and Conditions	UNDP General Terms and Conditions for Goods/Services <a href="http://www.undp.org/content/undp/en/home/operations/procurement/how_we_operate.html">http://www.undp.org/content/undp/en/home/operations/procurement/how_we_operate.html</a>

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


REQUIREMENTS
<p><b>QUOTATIONS/OFFERS PRESENTATION REQUIREMENTS:</b>  The quotation/offer shall contain the following:</p> <ul style="list-style-type: none"> <li>• Company profile (short info up to 1 page);</li> <li>• Quotation for each item in MDL, EUR or USD exclusive of VAT, excise and other duties or taxes (Evaluation shall be done in USD. Other currencies shall be converted into USD at the UN Operational Rate of Exchange on the day of competition deadline. Contract shall be signed with the winner in the currency of the offer. Payment to local suppliers will be done in MDL at the UN Operational Rate of Exchange on the day of payment.);</li> <li>• Additional information as requested under the "Please state" section;</li> <li>• Statement on adherence to UNDP General Terms &amp; Conditions and Payment &amp; Delivery Terms above;</li> <li>• Certificates of quality for the offered equipment;</li> <li>• Statement or certificate of origin for the offered equipment;</li> <li>• Offers shall be submitted in English or Romanian duly signed and stamped.</li> </ul> <p><b>MINIMUM QUALIFICATION REQUIREMENTS:</b></p> <ul style="list-style-type: none"> <li>• Availability of certificates of quality and origin for the offered equipment;</li> </ul>

- Availability of authorized service in Moldova;
- Adherence to UNDP General Terms & Conditions and Payment & Delivery Terms above;
- Maximum delivery period not to exceed 21 calendar days upon signature of contract;
- Minimum warranty period of 2 years for Items 1 and 2.

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: **Gabriela Ionascu, UNAIDS Country Coordinator**

Signature:  DATE: 4 June 2012

CONTACT PERSON: Svetlana Andries, Communications Assistant ([svetlana.andries@unaid.md](mailto:svetlana.andries@unaid.md))

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

**SUBMISSION OF OFFERS:**

Offers shall be marked with the note "**RfQ12/00555: IT Equipment**".

Offers shall reach the UNDP office not later than **15 June 2012, 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**