Date: September*, 24, 2020*

**REQUEST FOR QUOTATION**

**RFQ Nº UNFPA/LKA/RFQ/20/10**

Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following items:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item N° | Product Name | Product Description | Unit of Measure | Quantity |
| 1 | Laptops | |  |  | | --- | --- | | **Specification** | **Minimum Requirements** | | Processor | Intel® Core™ i7 9th Generation or above | | Microprocessor | Cache 8MB or More | | Graphic | 2GB or Better | | Memory | 8GB 2400MHz DDR4MHZ RAM or Higher | | Display | Full HD 15.6 inch Screen with 1920x1080 resolution | | Storage | Minimum 500GB SSD preferable (or 1TB) | | Touch Pad | Intelligent Touch Pad with configurable vertical and horizontal scroll functions | | Power supply | AC 100V - 240V auto sensing 50/60Hz with Energy Star | | AS power plug type IEC | Type G (BS 1363) | | Battery | 3 Cell or Above | | Audio | Built in speakers microphone, Microphone input, Stereo headphone output | | Ports | HDMI™ 1.4 | |  | USB 3.1 Gen 1 type A | |  | USB 3.1 Gen 1 type C (Optional) | |  | Media Card (SD, SDHC, SDXC) | |  | 10/100 RJRJ--4545 Ethernet network | | Camera | Integrated HD Webcam 720p (1280X720)@30fps or above | | Network & Communication | 802.11ac ++ Bluetooth 4.04.0 // 5.0,5.0, Dual Band 2.4&52.4&5 GHz | | Operating System | Windows 10 Professional (64 bit) | | Other Software | Microsoft Office 2019 Pro or 2016 | | Carrying Bag | Required, backpack | | Warranty Period | 3 Years onsite/ accidental damage coverage | | Serviceability | Manufacturer authorized or other qualified local service center facilities should be available, for all hardware, firmware and OS related support. | | Each | 02 |
| 2 | Desktops | |  |  | | --- | --- | | **Specification** | **Minimum Requirements** | | Processor | Intel Core i7 8th Generation or above, 3.4Ghz or better | | Microprocessor Cache | 8MB or more | | Graphic | 2GB dedicated memory or better | | Memory | 8GB DDR3 2133MHz RAM or higher | | Chipset | Intel | | Monitor | 21" (16:9) LED, HD or Better resolution | | Keyboard | Standard 101 key full size USB Keyboard | | Mouse | Optical Mouse with scroll wheel | | Storage | 1TB 7200 RPM SATA HDD or Better | | Optical Driver | DVD RW (DL) | | Power supply | Standard 240V PSU active PFC | | AS power plug type IEC | IEC Type G (BS 1363) | | Ports | 6 x High Speed USB 2.0 & 3.0 (2 Front/ 4 rear) | | 3 x Front audio ports: Line -Out/Microphone/Line in Jack | | 2 x PS/2 Ports (Optional) | | 1 x VGA Port | | 1X Ethernet (RJ45) Port | | 1 X HDMI Port (Optional) | | Networking | 10/100/1000 Ethernet interface - Integrated on the system | | Wireless Communication | Wi-Fi 5 or standard latest | | Expansion Slots | Mini PCI-e x 1 Slot PCI-e Expansion Card Slots x 2 | | Operating System | Windows 10 Professional (64 bit) | | Other Software | Microsoft Office 2019 Pro or 2016 | | Warranty Period | 3 Years onsite/ accidental damage coverage | | Serviceability | Manufacturer authorized or other qualified local service center facilities should be available, for all hardware, firmware and OS related support. | | Each | 04 |
| 3 | HD Webcam and speakerphone | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Compatibility | All in one design | |  | Plug and play convenience for Windows or Mac | |  | Compatible with Windows® 7, Windows 8 or Windows 10, Mac OS® X 10.7 and above | | Vidoe | 1080p | |  | 30fps | |  | 78-degree FOV | |  | H.264 UVC 1.1 / AVC PTZ | | Audio | Omnidirectional mic pickup | |  | 6ft mic pickup radius Microphone | |  | Bandwidth: 200Hz - 8kHz Bandwidth: 220Hz - 20kHz | |  | Max output level: 80vdB SPL @ 1ft (0.30 meters) or above | |  | Enhanced digital sound | | Power Supply | USB-2 or AC adapter | | Additional Requirements | Remote | |  | User documentation | |  | AC adapter | | Warranty | Minimum 2 Years | | Serviceability | Manufacturer authorized local service center facilities should be available, for all hardware, firmware and software related support. | | Each | 02 |
| 4 | All in One - Scanner/ Printer/ Copier | |  | | --- | | Support Print, Copy, Scan, Scan to email, Fax, OCR; minimum 60 ppm black and color printing | | Support single pass duplexing for printing and scanning | | Support paper types Letter, A4, A3,A5 | | Support minimum of 250 GB internal hard disk and MIN 1GB GB of internal RAM | | Support 10/100/1000 BASETX Ethernet | | Support Wireless connectivity | | Support USB 3.0 high capacity flash drive Print, Copy, Email, OCR | | Support 100 or more pages automatic document feeder for scanning | | Support punch in finishing output tray | | Support Staple finishing tray | | Support 550 sheet tray plus 550 sheet drawer plus 50-sheet multipurpose feeder and 250 pages standard output tray | | Support PostScript3, PCL 6 and XL drivers and compatible with Windows 10 environment | | Support 600 dpi or more printing and scanning | | Programmable touch screen or other user interface | | Capacity to authenticate with Active Directory/Google directory/LDAP for printing, scanning, faxing and copying | | All printers should be Ethernet 10/100/1000 ready | | Support proximity printing workflow | | Support mobile print workflow (printing from Apple products/Androids) | | Support guest printing | | Support reports on consumption with built-in and customizable reporting tools | | Notification alerts for down time and service | | Configurable in Windows 7, 8, 8.1, 10 Windows Server 2016 or Unix | | Support cloud printing via browser and nonstandard windows/mac machines like handheld devices and Chromebooks | | Each | 02 |
| 5 | Multiple DVD Writer | |  |  | | --- | --- | | **Specifications** | **Minimum Requirement** | | Operating Type | Stand-alone | | Manufacturer | Reputed Brand | | Internal interface | SATA | | Targets | Should be able duplicate at least 10 DVDS simultaneously | | Hard Drive Support | All SATA format Hard Drive (Hard drive is required on each tower) | | Buffer | Up to 256MB | | Display | 20x2cm Blue LCD Screen | | Format Supported | Sony DVD/CD Writer - SONY BWU-100A Blu-Ray capable drive\*  PANASONIC Drive DVD/CD Writer - Panasonic SW-5583 Blu-Ray capable drive\*  LG Blu-ray/DVD/CD Writer - LG GGW-H20L Blu-Ray capable drive\*  PIONEER Drive DVD/CD Writer - PIONEER BDR-101A Blu-Ray capable drive\*  PLEXTOR B900A Blu-Ray capable drive\*  Additionally supports most all other brands | | Maximum Writing Speed | BD-R Single Layer: 12X | | BD-R Dual Layer: 12X | | BD-RE Single Layer: 2X | | DVD-R: 8 ~ 24X  DVD-RW: 8X  DVD+R double layer: 12X  DVD+R: 8 ~ 24X  DVD+RW: 6X | | CD-R: 48X CD-RW: 24X | | Supported Recording Discs | BD-ROM, BD-R/RE, Dual Layer BD-R/RE | | DVD-ROM, DVD-Video, DVD-Audio | | Dual Layer DVD+R, Dual Layer DVD-R | | DVD-R/RW, DVD+R/RW | | CD-ROM (Mode 1 & Mode 2) | | CD-ROM/XA (Mode 2 form1 & form2) | | CD-DA, Mixed-mode | | Video CD, CD-I, Karaoke CD (VCD) | | Photo CD (Single & Multi-session) | | CD-Extra, HFS, CD-Bridge | | ISO9660, CD-R, CD-RW | | Business Card CD-R, 3" Mini CD-R | | Firmware Upgrade | Yes | | Operating Temperature | 40°F ~ 95°F | | Regulation | FCC, CE, Rohs | | Warranty | Minimum 2 Years | |  |  | | Each | 01 |
| 6 | Colour Laser Printer | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Print quality – black | Up to 600 x 600 dpi | | Print quality – color | Up to 600 x 600 dpi | | Total paper Capacity | 350 sheets or above | | Print speed | Black and white: up to 12 pages per minute or above | | Color: up to 8 pages per minute or above | | Duplex printing | Auto and manual | | Interface | USB 2.0 / 3.0 | | Paper Sizes | A4 (8.25 in x 11.7 in), 3 in x 5 in, A5 (5.83 in x 8.25 in), B5 (6.93 in x 9.83 in), Executive (7.25 in x 10.5 in), JIS B5 (7.17 in x 10.12 in), Legal (8.5 in x 14 in), Letter A Size (8.5 in x 11 in) | | Supported OS | Windows XP, Vista, 7, 8, 8.1,10, Linux | | RAM Size | 64 MB or above | | ENERGY STAR Certified | yes | | Warranty | 1 year or above | | Serviceability | Manufacturer authorized local on-site service support facilities should be available, for all hardware and, firmware and software related support. | | Additional Details Needed in the Quotation | Cost per copy  Cost of a toner cartridge | | Each | 01 |
| 7 | Web Cam | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Video | HD Video Calling (1280x720 pixels) | |  | Video Capture | | Maximum Resolution | 1080 p/30 fps - 720 p/30 fps | | Audio | Stereo Built – in mic with noise reduction | | Focus Type | Auto Focus | | Connectivity | Hi-Speed USB 2.0 certified | |  | Universal clip fits laptops or LCD monitors | |  | Cable- 1.5m | | Warranty | Minimum 2 Years | | Each | 01 |
| 8 | Monitors | (Same as Monitors included with Desk tops to Be used as extended displays for the desktops.)   |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Display size | Minimum 21” Diagonal | | Display type | Full HD (1080P) LED-backlit LCD monitor / TFT active matrix. | | Display Ports | VGA and HDMIHDMI, USB 2.0 downstream, USB 3.0 downstream, USB 3.0 upstream, VGA | |  | HDCP support on digital inputs | | Recommended resolution | Full HD (1080p) 1920 x 1080 at 60 Hz | | Aspect ratio | 16:09 | | Contrast Ratio | 1000:1 | | Power Supply | External | | Warranty | Minimum 2 Years | | Each | 02 |
| 9 | Dual Monitor Stands | |  |  | | --- | --- | | **Specification** | **Minimum Requirements** | | Positioning | Free Standing | |  | Height Adjustable | |  | Two Arm Monitor Mount for Two 13 To 32 Inch LCD Screens with Swivel and Tilt, | |  | Compatible with line 8/ Monitors | | Material | Made with Steel. | | Each | 02 |
| 10 | Sound Input System for Workstation | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Polar Pattern: | Uni-directional | | Frequency Response: | 20Hz-20KHz | | Sensitivity: | 34dB-2dB(0dB=1V/Pa at 1KHz) | | Output impedance: | 150-30%(at 1kHz) | | Load impedance: | 1000 | | Equivalent noise level: | 16dBA | | Max.SPL: | 130dB(at 1KHz1% T.H.D) | | S/N Ratio: | 78dB | | Electrical current: | 3mA | | Connector | 3.5 mm Jack | | Warranty | Minimum 2 Years | | Each | 01 |
| 11 | Headphones | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Headphone type: | semi-open | | Max. Input Power: | 200 mW | | Rated Impedance: | 55 Ohms | | Detachable cable - | yes | | Cable Length - | Minimum 3 m | | Driver size: | 30 mm | | Sensitivity : | (dB SPL/V @ 1 kHz)104 | | Rated impedance: | (Ω)55 | | Audio frequency bandwidth : | (Hz)15 - 25000 | | Maximum input power: | (mW)200 | | Audio Specifications | Maximum input power-200 mW | |  | Audio frequency bandwidth-15 - 25000 Hz | | Audio Interface | Type Stereo plug – 3.5mm (1/8-inch) with 6.3 mm (1/4”) screw-on adapter | | Wearing Style | Over-Ear | | Application | Studio Mixing & Hi-Fi Listening | | Warranty | Minimum 2 Years | | Each | 01 |
| 12 | Studio Grade Speakers | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Frequency response: | 40 Hz – 22 kHz | | Crossover frequency: | » Low-Mid: 400 Hz | |  | » Mid-High: 4 kHz | | Amplifier Power: | » Low-frequency amplifier power: 110 W | |  | » Mid-frequency amplifier power: 30 W | |  | » High-frequency amplifier power: 20 W | |  | » LF cutoff switch: flat, 80 Hz, 100 Hz | | Equalizer Controls: | » LF: ± 6 dB boost/cut at 100 Hz | |  | » MF: ± 6 dB boost/cut at 1 kHz | |  | » HF: ± 6 dB boost/cut at 10 kHz | | Power Input: | Universal Adaptor, 220V AC to 240V AC (50/60Hz) | | Warranty: | Minimum 2 Years | | Each | 01 |
| 13 | External Hard Disks | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Interface | USB Type: micro USB to USB Type A | |  | Connection Interface: USB 3.1 Gen 1 | | Storage Capacity: | 2 TB or Higher | | Storage Media: | 2.5" HDD | | Operating Environment | Operating Temperature: 5°C (41°F) ~ 55°C (131°F) | |  | Operating Voltage: 5V | | Warranty: | Minimum 2 Years | | Supported Operating System: | Microsoft Windows 7, 8, 10, Mac OS X10.7 or Later and Linux | | Each | 11 |
| 14 | Router | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Wi-Fi Technology | OFDMA (Orthogonal Frequency Division Multiple Access)  Beamforming: standard-based and universal  1024-QAM high data rate  20/40/80/160 MHz bandwidth | | Network Standard | IEEE 802.11a, IEEE 802.11b, IEEE 802.11g, IEEE 802.11n, IEEE 802.11ac, IEEE 802.11ax, IPv4, IPv6 | | Data Rate | 802.11a : 6,9,12,18,24,36,48,54 Mbps  802.11b : 1, 2, 5.5, 11 Mbps  802.11g : 6,9,12,18,24,36,48,54 Mbps  802.11n : up to 300 Mbps  802.11ac (5GHZ-1)：up to 867 Mbps  802.11ac (5GHZ-2)：up to 3466 Mbps  802.11ax (2.4GHz) : up to 574 Mbps  802.11ax (5GHZ-1)：up to 1201 Mbps  802.11ax (5GHZ-2)：up to 4804 Mbps | | Antenna Type | Internal antenna x 6 | | Frequency | 2.4-2.4835GHz | | Transmit/Receive | 2.4 GHz 2 x 2 | |  | 5 GHz-1 2 x 2 | |  | 5 GHz-2 4 x 4 | | Processor | 1.5 GHz quad-core processor | | Memory | 256 MB Flash  512 MB RAM | | Operating Frequency | 2.4G Hz, 5 GHz-1, 5 GHz-2 | | Encryption | WPA3-Personal, WPA2-Personal, WPA-Personal, WPA-Enterprise , WPA2-Enterprise , WPS support | | Firewall & Access Control | Firewall: SPI intrusion detection, DoS protection  Access control：Parental control, Network service filter, URL filter, Port filter | | Management | UPnP, IGMP v1/v2/v3, DNS Proxy, DHCP, NTP Client, DDNS, Port Trigger, Port Forwarding, DMZ, System Event Log | | WAN Connection Type | Internet connection type : Automatic IP, Static IP, PPPoE(MPPE supported), PPTP, L2TP | | Ports | RJ45 for 2.5G BaseT for WAN x 1, RJ45 for Gigabits BaseT for LAN x 3  USB 3.1 Gen 1 x 1 | | OS Support | Windows® 10  Windows® 8  Windows® 7  Mac OS X 10.6  Mac OS X 10.7  Mac OS X 10.8 | | Warranty | 1 Year Minimum | |  |  | | Each | 03 |
| 15 | Tabs | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Network Technology: | GSM / HSPA / LTE | | SIM: | Nano-SIM | | Display Type: | TFT capacitive touchscreen, 16M colors | | Size: | 10 inches | | Resolution | 1200 x 1920 pixels, 16:10 ratio (~224 ppi density) | | Platform OS: | Android 9.0 (Pie) or higher | | Memory: | Card slot-micro SDXC (dedicated slot) | |  | 64GB ROM | |  | 4GB RAM | | Camera: | Single 8 MP | | Sound: | Loudspeaker | |  | 3.5mm jack | | Comms: | WLAN Wi-Fi 802.11 a/b/g/n/ac, dual-band, Wi-Fi Direct, hotspot | |  | Bluetooth: 5.0, A2DP, LE | |  | GPS: Yes, with A-GPS, GLONASS, GALILEO, BDS | |  | USB: 2.0, Type-C 1.0 reversible connector | | Sensors : | Accelerometer, gyro, compass | | Battery: | Non-removable Li-Iron or Li-Pol / Minimum 5000 mAh | | Warranty: | 1 Year Hardware & Software Warranty | | Each | 05 |
| 16 | Mobile Phones | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | NETWORK | Technology GSM | |  | SIM Single SIM (Mini-SIM) or Dual SIM (Mini-SIM, dual stand-by) | | DISPLAY | Type TFT | |  | Minimum Size 2.4 inches | |  | Minimum Resolution 240 x 320 pixels | | MEMORY | Card slot micro SDHC (dedicated slot) | |  | Phonebook Minimum 2000 entries | | MAIN CAMERA | VGA or better | |  | Features LED flash | |  | Video 240p@15fps or Better | | SOUND | Loudspeaker | |  | 3.5mm jack | | BATTERY | Type Li-Ion 1020 mAh | |  | Talk time Up to 18 h | | Warranty | 1 Year Minimum | | Each | 15 |
| 17 | Audio Mixer | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Technicals | 6-Channel standalone mixer with onboard SPX digital effects (no USB) | | Featuring studio-grade discrete class-A D-PRE preamps with inverted Darlington circuit - providing fat, natural sounding bass and smooth, soaring highs | | 3-band EQ and high-pass filters give you maximum control and eliminate unwanted noise, resulting in a cleaner mix | | 1-Knob compressors allow easy control - resulting in livelier guitars, punchier bass lines, a tighter snare and a cleaner vocal sound. | | MG Series mixers feature a rugged, impact-resistant, powder-coated metal chassis | | Warranty | 3 Years Warranty | | Serviceability | Manufacturer authorized local on-site service support facilities should be available | | Each | 01 |
| 18 | I Pad Pro | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Display | Retina display | |  | 9.7-inch (diagonal) LED-backlit Multi-Touch display | |  | 2048-by-1536 resolution at 264 pixels per inch (ppi) | | Chip | A9X chip with 64‑bit architecture | | Processor | Embedded M9 coprocessor | | Camera | 12-megapixel camera | |  | 4K video recording (3840 by 2160) at 30 fps | |  | 1080p HD video recording at 30 fps or 60 fps | |  | 720p HD video recording at 30 fps | |  | Slo-mo video support for 1080p at 120 fps and 720p at 240 fps | |  | Time-lapse video with stabilization | |  | Cinematic video stabilization | |  | 3x video zoom | |  | Face detection | |  | Video geotagging | | Connectivity | Wi-Fi (802.11a/b/g/n/ac); dual band (2.4GHz and 5GHz); HT80 with MIMO | |  | Bluetooth 4.2 technology | | SIM | Nano‑SIM (supports Apple SIM) | | Additional Gadget Required | Apple Pencil-2nd Generation | | Warranty | Minimum 2 Years Hardware and Software | | Each | 01 |
| 19 | Smart Phone | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | OS | Minimum Android 7.0 Nougat or Newer | | Processor | QUALCOMM/ Qty8-core or better | | Storage | 8GB RAM with 256GB Internal Storage | | Display | Minimum 6.7”  Quad HD+ Super AMOLED or better  Display Resolution: min 2960 x 1440 pixels  Color Depth24-bit (16.7 million colors) or better  Pixel Density (ppi)529 or better | | Front Camera | Min Sensor Resolution 8 Megapixel | | Rear Camera | Min Sensor Size 1/2.55 | | Data Transmission | DC-HSDPA, DC-HSPA+, EDGE, EV-DO, FDD-LTE, GPRS, HSDPA, HSUPA, TDD-LTE, VoLTE  3G UMTS BandBand 2, Band 4, Band 5 | | Wireless | min ANT+/ANT, Bluetooth 5.0 LE, IEEE 802.11a/b/g/n/ac, NFC | | Battery | Minimum 3000mAh Battery | | Warranty | 2 Years Hardware and Software Warranty | | Each | 01 |
| 20 | Virtual Reality Headsets with compatible mobile devices | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Compatibility | Any VR supported Smartphone | | Technology | High-definition optical resin lens | |  | Object/focal distance adjustment control | |  | Ventilation thermal design | |  | Adjustable elastic headband | | Warranty | 1 Year | | Each | 04 |
| 21 | Smart TV -40” LED | |  |  | | --- | --- | | Size | 40” | | Display | Full HD, LED, 16: 9 Wide Display | | Smart TV | Yes | | Contestability | * 2 HDMI, 2 USB, Component/AV/VGA Input * Headphone out | | Features | * 4k Videos, USB Video Playable | | Power | * Universal 120 – 240 V | | Warranty | * Minimum 3 Years | | Serviceability | * Manufacturer authorized or other qualified local service center facilities should be available, for all hardware, firmware and OS related support. | | Each | 01 |
| 22 | Home Video Studio portable kit | |  | | --- | | 2 Nos - Bi-color 660 LED Video Light with U Bracket and Barndoor | | 2 Nos - White Diffuser | | 2 Nos - Power Adapter | | 2 Nos - Power Cable | | 2 Nos - Carrying Case for Light Panel | | 2 Nos - Softbox | | 2 Nos - 26 inches/66 centimeters-75 inches/190 centimeters Adjustable Light Stand With 330 White and 330 Yellow LED long lasting bulbs | | 1 Nos - portable green screen -9’ x15’ with Stand | | 2 Nos - Clip on mics with cables | | Package | 01 |
| 23 | GoPro Hero 8 Black full kit | |  | | --- | | Genuine GoPro 8 Hero with  GoPro Hard Shell Camera Case  HERO8 Black Protective Housing + Waterproof Case  Pro 3.5mm Mic Adapter  Max Grip + Tripod  Light Mod  4 x Genuine GoPro Rechargeable Batteries  1 x Genuine GoPro Dual battery charger unit  SanDisk Extreme Memory 256 GB  Warranty – Minimum 1-year comprehensive warranty, with manufacturer certified local service center. | | Each | 01 |
| 24 | Smart Interactive Board | |  |  | | --- | --- | | Screen Size ("inch) | Minimum 85" | | Backlight | LED | | Display Area | 1895 x 1066 mm | | Display Ratio | 16：9 | | Resolution | 3840 x 2160 Pixels (4K) | | Display Colors | 8 bit minimum | | Brightness | 370 cd/m2 minimum | | Contrast Ratio | 4000：1 | | Working Voltage | AC 100-240V, 50/60Hz | | Touch Surface | Next Generation Anti-Glare Glass | | Touch Sensor | Infrared Touch | | Touch Points | 20 Points Under Windows / 10 Points Under Android | | Touch Screen Writing Tools | Nano Pen / Finger / Palm | | Communication Interface | USB-A | | Speaker | 8Ω, 200Hz - 20kHz | | Interface Inputs | HDMI 1.4 (4K@30Hz) x 1, USB (Touch) x 1, USB (Dynamic) x 2, MIC x 1 | | AV Inputs | HDMI 2.0 (4K@60Hz) x 2, DP1.2 (4K@60Hz) x 1, | |  | VGA (1920x1080@60Hz) x 1, USB (Touch) x 4 | | AV Outputs | HDMI out x 1 | | Other | USB2.0 (Dynamic) x 1,USB3.0 (Dynamic) x 1, USB 2.0 Embedded x 1, RS232 x 1, RJ45 x 2, | | Warranty | Minimum 2 Years comprehensive onsite, extendable warranty contract up to 5 years | | Serviceability | Manufacturer authorized local service center facilities should be available, for all hardware, firmware and software related support. | | Each | 02 |
| 25 | Jabra Speak 810 | |  |  | | --- | --- | | Connectivity | USB cable | |  | Bluetooth® Class 1 | |  | Full compatibility with | |  | UC systems & VoIP clients | | Audio | ZoomTalkTM Microphone | |  | Digital Signal Processing (DSP ) technology | |  | Wideband Audio/HD Voice | |  | Bluetooth A2DP | | Accessories | Jabra Link™ 360 USB adaptor | |  | (Bluetooth Class 1) | | Warranty | Minimum 2 year comprehensive | | Serviceability | Manufacturer authorized local service center facilities should be available, for all hardware, firmware and software related support. | | Each | 01 |
| 26 | Video Conferencing Room Solution for large meeting room | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | CAMERA | supports: 1440p, 1080p, 900p, 720p, and SD at 30fps; 1080p, 720p at 30fps and 60 fps; Smooth motorized pan, tilt and zoom; Pan: ±90°;Tilt: +50° / -90°; min 10x HD zoom; Autofocus; REMOTE CONTROL; Mount; Simply connect to power and to PC devices via USB(UVC/plug-and-play compatible). | | Microphones (Tx) | Min 2 Modular microphones with auto-levels voices and suppresses noise for clear audio and convenient mute control and indicator light | | Speakers (Rx) | Min 2 speakers | |  | Touch panel / Controller | | CABLES / POWER | AC Power adapter with regional plugs | |  | USB cable 1.8 m | |  | Integrated rechargeable battery | | Others | Touch panel / Controller Microsoft-Approved Mini PC, Windows 10 IOT Enterprise PC Mount Mounting kits | | WARRANTY | Minimum 2 Years Comprehensive | | Serviceability | Manufacturer authorized or other qualified local service center facilities should be available, for all hardware, firmware and OS related support. | | Each | 01 |
| 27 | Digital Whiteboard | |  |  | | --- | --- | | Technology | Infrared | | Input | writing by Pen, finger, or any opaque objects | | Power supply | USB | | Frame type | Aluminum alloy frame | | Dimension | 82” / 1750\*1251\*37mm/17kg | | Aspect Ratio | 4:3 | | Warranty | Minimum 2 Years Comprehensive, extendable contract | | Serviceability | Manufacturer authorized local service center facilities should be available, for all hardware, firmware and software related support. | | Each | 01 |
| 28 | JABRA Speak 710 | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Audio |  | | Peak output power | 10 watt | | Microphone type | Omni-directional | | Signal to noise ratio (SNR) | +70 dB | | Connectivity |  | | Connectivity | USB 2.0 & Bluetooth® – USB cord ~ 90cm | |  | Bluetooth® standard | |  | Bluetooth® 4.2 – Bluetooth® Low Energy (BTLE) | |  | Bluetooth Core | |  | Class 1, Version 4.0, HFP 1.6, HSP 1.2, A2DP | | Wireless range | Up to 30 m | | **Supported Bluetooth® profiles** | Headset profile v1.2 , hands free profile v1.6, A2DP v1.2, AVRCP v1.5 | | Talk-time | Up to 15 hours | | PC USB Bluetooth dongle (Jabra Link 370) | USB BT audio device/HID dongle. Bluetooth® 4.2 – Bluetooth® Low Energy (BTLE) | | Charging power & time | USB 5V / 500 mA – charging time 3h | | Warranty | Minimum 2 Years Comprehensive | | Serviceability | Manufacturer authorized local service center facilities should be available, for all hardware, firmware and software related support. | | Each | 01 |
| 29 | JABRA Speak 510 | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Audio |  | | Peak output power | 10 watt | | Microphone type | Omni-directional | | Signal to noise ratio (SNR) | +70 dB | | Connectivity |  | | Connectivity | Micro USB for Charging | |  | Bluetooth® standard | |  | Bluetooth® 3.0 | | Bluetooth range | Up to 30 m | | Talk-time | Up to 15 hours | | PC USB Bluetooth dongle (Jabra Link 370) | USB BT audio device/HID dongle. Bluetooth® 3.0) | | Charging time | Approximately 2 hours | | Standby time | Over 200 days with Automatic power off feature | | Warranty | Minimum 2 Years | | Serviceability | Manufacturer authorized local service center facilities should be available, for all hardware, firmware and software related support. | | Each | 01 |
| 30 | Portable 4G wireless dongles and WIFI hotspots | |  |  | | --- | --- | | **Specification** | **Minimum Requirement** | | Download Speed | Up to 100 Mbps | | Upload Speed | Up to50 Mbps | | Connectivity | DC-HSPA+/HSPA+/UMTS 900/2100MHz | |  | GSM/GPRS/EDGE 850/900/1800/1900MHz | |  | Wi-Fi 802.1b/g/nWEP, WPA, WPA2 encryption | |  | Up to 10 Wi-Fi device connected simultaneity | |  | Built-in DHCP Server, DNS RELAY and NAT | |  | Built-in UMTS and WLAN high gain antenna USB interface & receive diversity support | | Battery | Minimum 1150mAh rechargeable battery | | Warranty | 1 Year | | Each | 06 |
| 32 | Tele Prompter | |  | | --- | | Compatible with Tabs and Mobiles to be used for Projection | | Compatible with Smartphones, DSLRs, Camcorders and Video Cameras for recording | | Stable quality tripod should be included. | | Remote control | | Carry Bag | | Warranty – Minimum 1 Year | | Each | 01 |

This Request for Quotation is open to all legally-constituted business entities (PLCs, Limited liability companies, incorporated partnerships or sole-proprietorships. Quotations from individuals are not accepted) that can provide the requested products and have legal capacity to deliver in the country, or through an authorized representative. Kindly note that upon successful selection, you will be required to submit your company profile, a copy of your company registration and a copy of the recently audited accounts for review purposes.

1. **About UNFPA**

UNFPA, the United Nations Population Fund (UNFPA), is an international development agency that works to deliver a world where every pregnancy is wanted, every child birth is safe and every young person’s potential is fulfilled.

UNFPA is the lead UN agency that expands the possibilities for women and young people to lead healthy sexual and reproductive lives. To read more about UNFPA, please go to: [UNFPA about us](http://www.unfpa.org/about-us)

**Objective:**

The objective of the RFQ is to identify a supplier who can provide UNFPA with all the above mentioned products. The selected vendor is expected to provide such products, based on specific Purchase Orders submitted to the vendor.

1. **Questions**

Questions or requests for further clarifications should be submitted in writing to the contact person below:

|  |  |
| --- | --- |
| Name of contact person at UNFPA: | *Nashika Perera* |
| Tel Nº: | *0740089835 / 0112580840* |
| Email address of contact person: | *naperera@unfpa.org* |

The deadline for submission of questions is 02, October 2020 on or before 3 pm, Sri Lankan time. Questions will be answered in writing and shared with all parties as soon as possible after this deadline.

1. **Content of quotations**

Quotations should be submitted in a single email whenever possible, depending on file size. Quotations must contain:

1. Technical proposal, in response to the requirements outlined in the specifications should comply with:
   * The bidder is allowed to submit partial bidding.
2. Price quotation, to be submitted strictly in accordance with Price Quotation Form.

Both parts of the quotation must be signed by the company’s relevant authority and submitted in PDF format.

1. **Instructions for submission**

Proposals should be prepared based on the guidelines set forth in Section III above, along with a properly filled out and signed price quotation form, and are to be sent by email to the contact person indicated below no later than: Monday October 12th 2020 at 4:00 PM, Sri Lankan time[[1]](#footnote-1).

|  |  |
| --- | --- |
| Name of contact person at UNFPA: | *Geetha Fernando* |
| Email address of contact person: | [Lk-procurement@unfpa.org](mailto:Lk-procurement@unfpa.org) |

Please note the following guidelines for electronic submissions:

* The following reference must be included in the email subject line: **RFQ Nº UNFPA/LKA/RFQ/20/10 – RFQ to supply ICT equipment.** Proposals that do not contain the correct email subject line may be overlooked by the procurement officer and therefore not considered.
* The total email size may not exceed **20 MB (including email body, encoded attachments and headers)**. Where the technical details are in large electronic files, it is recommended that these be sent separately before the deadline.
* Any quotation submitted will be regarded as an offer by the bidder and does not  
  constitute or imply the acceptance of any quotation by UNFPA. UNFPA is under no obligation to award a contract to any bidder as a result of this RFQ.

1. **Overview of Evaluation Process**

Quotations will be evaluated based on the compliance with the technical specifications and the total cost of the goods (price quote).

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated for technical compliance prior to the comparison of price quotes.

1. **Award**

In case of a satisfactory result from the evaluation process, UNFPA shall award a Purchase Order to the lowest priced bidder whose bid has been determined to be substantially compliant with the bidding documents.

1. **Right to Vary Requirements at Time of Award**

UNFPA reserves the right at the time of award of Contract to increase or decrease, by up to 20%, the volume of goods specified in this RFQ without any change in unit prices or other terms and conditions.

1. **Payment Terms**

UNFPA payment terms are net 30 days upon receipt of shipping documents, invoice and other documentation required by the contract/purchase order.

1. [**Fraud and Corruption**](http://www.unfpa.org/about-procurement#FraudCorruption)

UNFPA is committed to preventing, identifying, and addressing all acts of fraud against UNFPA, as well as against third parties involved in UNFPA activities. UNFPA’s Policy regarding fraud and corruption is available here: [Fraud Policy](http://www.unfpa.org/resources/fraud-policy-2009#overlay-context=node/10356/draft). Submission of a proposal implies that the Bidder is aware of this policy.

Suppliers, their subsidiaries, agents, intermediaries and principals must cooperate with the UNFPA Office of Audit and Investigations Services as well as with any other oversight entity authorized by the Executive Director and with the UNFPA Ethics Advisor as and when required.  Such cooperation shall include, but not be limited to, the following: access to all employees, representatives agents and assignees of the vendor; as well as production of all documents requested, including financial records.  Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNFPA to repudiate and terminate the Agreement, and to debar and remove the supplier from UNFPA's list of registered suppliers.

A confidential Anti-Fraud Hotline is available to any Bidder to report suspicious fraudulent activities at [UNFPA Investigation Hotline](http://web2.unfpa.org/help/hotline.cfm).

1. **Zero Tolerance**

UNFPA has adopted a zero-tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to UNFPA personnel. Further details on this policy are available here: [Zero Tolerance Policy](http://www.unfpa.org/about-procurement#ZeroTolerance).

1. **RFQ Protest**

Bidder(s) perceiving that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to the UNFPA Head of the Business Unit Ms. Ritsu Nacken, Representative at nacken@unfpa.org. Should the supplier be unsatisfied with the reply provided by the UNFPA Head of the Business Unit, the supplier may contact the Chief, Procurement Services Branch at [procurement@unfpa.org](mailto:procurement@unfpa.org).

1. **Disclaimer**

Should any of the links in this RFQ document be unavailable or inaccessible for any reason, bidders can contact the Procurement Officer in charge of the procurement to request for them to share a PDF version of such document(s).

**PRICE QUOTATION FORM**

|  |  |
| --- | --- |
| **Name of Bidder:** |  |
| **Date of the quotation:** | Click here to enter a date. |
| **Request for quotation Nº:** | UNFPA/LKA/RFQ/20/10 |
| **Currency of quotation:** | LKR |
| **Validity of quotation:**  *(The quotation shall be valid for a period of at least 3 months after the submission deadline.)* |  |

Example Price Schedule below:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Price Quotation Form** | | | | | | |
| Item | Product Name & Description | | UOM | Unit Price | Number of Units | Total  (USD) |
| 1 |  | |  |  |  |  |
| 2 |  | |  |  |  |  |
| 3 |  | |  |  |  |  |
| 4 |  | |  |  |  |  |
| 5 | Delivery Charges based on the following 2010 Incoterm, to: | Other | Each |  | 1 |  |
| No. 202-204, Baudhaloka Mawatha,  Colombo - 07 | |
| GRAND TOTAL | | | | | |  |

*Vendor’s Comments:*

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/LKA/RFQ/20/10 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

|  |  |  |
| --- | --- | --- |
|  | Click here to enter a date. |  |
| Name and title | Date and place | |

**ANNEX I:**

**General Conditions of Contracts:**

**De Minimis Contracts**

This Request for Quotation is subject to UNFPA’s General Conditions of Contract: De Minimis Contracts, which are available in: [English,](http://www.unfpa.org/resources/unfpa-general-conditions-de-minimis-contracts) [Spanish](http://www.unfpa.org/sites/default/files/resource-pdf/UNFPA%20General%20Conditions%20-%20De%20Minimis%20Contracts%20SP_0.pdf) and [French](http://www.unfpa.org/sites/default/files/resource-pdf/UNFPA%20General%20Conditions%20-%20De%20Minimis%20Contracts%20FR_0.pdf)

1. <http://www.timeanddate.com/worldclock/city.html?n=69> [↑](#footnote-ref-1)