



Organization for Security and Co-operation in Europe Mission to Georgia

From: OSCE Mission to Georgia

No of Page(s): 5 pages

OSCE Ref: PRs 96320, 96381 and 92808 (please quote in all correspondence)

Subject: IT equipment for OSCE Mission to Georgia

REQUEST FOR QUOTATION (RFQ) No. 96320/ 96381/92808

Dear Sir/Madam:

1. The OSCE Mission to Georgia, Procurement Unit (hereinafter called “the OSCE”) invites you to submit your quotation for IT equipment as specified in Sections II hereto.
2. You must submit your quotation for any or for all items in respect to this RFQ.
3. Your quotation should be addressed and submitted to OSCE e-mail: Tender-GE@osce.ge **on or before 31 Aug 2006.**
4. Your quotation and all correspondence should be made in English
5. Your quotation should be in accordance with the following instructions:
 - (i) Your quotation should contain the duly completed part(s) of Section I, Quotation Submission Form, and Section II, Technical Specifications and Schedule of Requirements. Failure to complete and sign these sections may result in the rejection of your quotation;
 - (ii) All price(s) quoted shall be made on the basis of the delivery terms required by the OSCE, as specified in Section II;
 - (iii) All price(s) shall be quoted in the currency accepted by the OSCE, as specified in Section I, Quotation Submission Form;
 - (iv) All price(s) shall be quoted excluding taxes;
 - (v) Your quotation shall be valid for the period of calendars days past the deadline for receipt of quotations as specified by the OSCE in Section I, Quotation Submission Form;
 - (vi) Your quotation must, if applicable, specify the country of origin of the offered goods/items;
 - (vii) Your quotation must bear the OSCE Ref No indicated above;
6. The administrative examination and evaluation of quotations received will in material aspects follow the OSCE’s Instructions to Bidders specified at <http://www.osce.org/tenders>. Contract award will

be made to the company whose quotation is determined substantially responsive to the requirements of the OSCE and whose quotation contains the lowest evaluated price(s).

7. Unless superseded in specific aspects by the requirements specified by the OSCE in Section II, Technical Specifications and Requirements, the OSCE General Conditions of Contract applicable for the type and nature of the contract under consideration (to be viewed at <http://www.osce.org/tenders>) shall apply to any contract/purchase order awarded as a result of this RFQ.

8. The OSCE reserves the right to accept or reject any quotation, and to annul, in whole or in part, or to suspend the process and reject all quotations at any time prior to the award, without thereby incurring any liability to the affected company or companies or any obligation to inform the affected company or companies of the reasons for the OSCE's action.

9. Nothing in or relating to this RFQ shall be deemed a waiver, expressed or implied, of any of the privileges and immunities of the OSCE.

10. Please note that the OSCE will not notify unsuccessful company(ies).

11. Please address all your queries or questions in writing at the address given above and kindly refrain from any telephone calls or personal visits.

Attachments:

Section I, Quotation Submission Form

Section II, Technical Specifications and Schedule of Requirements.

Section I, Quotation Submission Form
Section II, Technical Specifications and Schedule of Requirements.

Section I – Quotation Submission Form

Notes to Bidders: It is mandatory that the Bidder duly completes and signs this Quotation Submission Form, or alternatively, ensures that its contents are duly copied onto its standard corporate quotation form. Please also note that the Bidder is requested to duly complete the relevant part(s) of Section II, Technical Specifications and Schedule of Requirements and to attach it as an integral part of its quotation.

The Bidder shall fill in this Quotation Submission Form in accordance with the instructions indicated. The list of line items in column 1 of the table must coincide with the List of Goods and Related Services specified by the OSCE in Section II, Technical Specifications and Requirements.

On (i) Compliance: By reference to Section II, Technical Specifications and Requirements, the Bidder is requested to provide an item-by-item commentary on the OSCE's Technical Specifications and Requirements, demonstrating to the OSCE that its offered Goods are substantially responsive to those specifications and requirements. Any deviation or exception to these specifications and requirements should be clearly indicated here.

On (ii) Unit Price: The Bidder should offer unit prices on the basis of the delivery terms specified by the OSCE in Section II, Technical Specifications and Requirements.

Date [*Bidder to insert date*]

OSCE Ref No. 96320 / 96381 / 92808

To: **OSCE Mission to Georgia, Procurement Unit**

Dear Sir/Madam:

Having examined your Request for Quotation and any addenda thereof, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver [*please describe the goods and services*], in conformity with your RFQ documents as follows:

1 Item	2 Description	Compliance (i)	Country of Origin

1 Item	3 Quantity	4 Offered Unit Price (ii)	5 Total Offered Price

We undertake, if our quotation is accepted, to supply and deliver the goods in accordance with the delivery schedule specified in Section II of your RFQ Documents, Technical Specifications and Requirements.

We agree to abide by this quotation for a period of validity of [*please insert number*] calendar days past the deadline for the receipt of quotations. Our quotation shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept the lowest or any quotation you may receive.

We certify and confirm that we comply with the eligibility requirements stated in Article 2 of your Instructions to Bidders.

[Bidder to insert name and signature of duly authorized representative]

Section II - TECHNICAL SPECIFICATIONS AND REQUIREMENTS

#	Item Description	Technical Specifications
1.		
	Item Description/Requirement	OSCE Requirements (required certifications, technical standards, delivery terms, after-sales services; spare parts; etc)
1.	HP Jetdirect ew2400 Wireless Print Server, p/n J7951A – 2 unit	Delivery Term –CIP Tbilisi
2.	USB Cable Sony VMC-14 UMB2- 3 units	Delivery Term –CIP Tbilisi
3.	Print Service Jetdirect HP 620n, p/n J7934G – 4 unit	Delivery Term –CIP Tbilisi
4.	CPU to switch box cable HP www (6ft) p/n 110936-B25– 2 units (or alternative)	Delivery Term –CIP Tbilisi
5.	CPU to switch box cable HP www (12t) p/n 110936-B21 – 2 unit (or alternative)	Delivery Term –CIP Tbilisi
6.	hard disk case, USB fireware SATA output 3.5 Aluminium Native SATA or IDE HDD Enclosure, p/n HD 35-KSDFT – 5 unit	Delivery Term –CIP Tbilisi
7.	External SATA Sony 1port PCI bracket cable 30cm p/n KB-116 – 3 unit	Delivery Term –CIP Tbilisi
8.	Mounting Frame Sony Universal 3.5’’ to 5.25 ‘’- 5 unit	Delivery Term –CIP Tbilisi
9.	Cable for CS-9138, CS-228 p/n 2L-1010P/C (10m)- 2 unit	Delivery Term –CIP Tbilisi
10.	USB 2.0 to RJ-45 Ethernet Converter Data transfer rate 10/100 Mbps – 3 units-	Delivery Term –CIP Tbilisi
11.	USB to PS/2 USB 1.1 p/n UC100KMA – 3 unit	Delivery Term –CIP Tbilisi
12.	USB to COM USB 1.1 UC232A- 5 units	Delivery Term –CIP Tbilisi
13.	USB to LPT USB 1.1 UC1284B – 3 units	Delivery Term –CIP Tbilisi
14.	SVGA/VGA HD15M/HD15M 15 meter – 2 units	Delivery Term –CIP Tbilisi
15.	SVGA/CC-VGA-10 Premium HD15M/HD15M Dual Shielded – 2 unit	Delivery Term –CIP Tbilisi
16.	SVGA/Ext HD15M/HD15F- 1.8m – 3 units	Delivery Term –CIP Tbilisi
17.	USB /UAE016 Active Extension 5 M – 2 units	Delivery Term –CIP Tbilisi
18.	4.9’’ I, Link Cable Sony (4-pin to 4 pin)p/n VMC-IL4415 – 2 units	Delivery Term –CIP Tbilisi
19.	USB/ A-->B 4.5m - 4 units	Delivery Term –CIP Tbilisi
20.	USB/ A-- >B 3m – 2 units	Delivery Term –CIP Tbilisi
21.	LPT/Laplink LPT-LPT GMB DB25M/DB25M 11C 3m p/n CC-129-10 – 2 units	Delivery Term –CIP Tbilisi
22.	UPS, APC Smart –UPS 750 VA- 2 units	Delivery Term –CIP Tbilisi
23.	Wireless access point, Cisco W-LAN 802, 11g,p/n AIR-AP1231G-E-K9 – 1 units	Delivery Term –CIP Tbilisi
24.	Wireless Antenna, Cisco 2.4 GHz, 6dBi Patch Antenna w/RP-TNC Connector, p/n AIR ANT1729- 1 unit	Delivery Term –CIP Tbilisi
25.	Router, Cisco Linksys Wireless-G Broadband Router, p/n WRT54G – 1 unit	Delivery Term –CIP Tbilisi
26.	Network cable CAT5 E UTP (box 300m)- 1 unit	Delivery Term –CIP Tbilisi

27.	RJ45 connectors (two for both ends)	Delivery Term –CIP Tbilisi
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Signature of Bidder: _____