

REQUEST FOR QUOTATION
PROCUREMENT OF ICT EQUIPMENT
RFQ N_454-KGZ_21

Date: April 20, 2021

Dear Sir / Madam,

You are kindly requested to submit your quotation for **ICT Equipment** in Kyrgyzstan as described in Annex B.

We also request that your Quotation is submitted using the format specifically detailed in Annex C.

Quotations submitted by email must be limited to a maximum of **10MB, virus-free** and no more than two email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

Quotation shall be evaluated based on lowest priced Quotation meeting requirements as per the criteria set in Annex A, point q.

In the event of a discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity), the unit price shall prevail and the total price shall be corrected by IDLO. If the Bidder does not accept the final price based on IDLO's correction of errors, its Quotation will be rejected.

The Bidders shall not vary their prices for any reason after the deadline of the tender and while the Quotation is still valid. At the time of award of Contract, IDLO reserves the right to vary (increase or decrease) the quantity of goods services, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

IDLO is not bound to accept any Quotation, nor award a Contract, nor be responsible for any costs associated with a Bidder's preparation and submission of a Quotation, regardless of the outcome or the manner of conducting the selection process.

IDLO encourages every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to IDLO if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

By submitting a Quotation in response to this information, Bidders are confirming acceptance of IDLO's General Terms and Conditions in full and Payment Policy of payment within 30 days after delivery of service on presentation of complete and correct invoice.

This Request for Quotation (RFQ) is comprised of:

Instruction to Bidders	Annex A
Technical Specifications	Annex B
Supplier's Quotation	Annex C
IDLO General Terms and Conditions for the Procurement of Goods or Services and IDLO Supplier Code of Conduct	Annex D

For any questions/clarifications related to this RFQ please contact IDLO on tenders@idlo.int and mention **Clarifications RFQ N_454-KGZ_21** in the subject section of your email no later than 48 hours prior to the deadline for submission.

Thank you and we look forward to receiving your quotation.

Sincerely yours,
International Development Law Organization | IDLO
Kyrgyzstan Country Office

Annex A
Instructions to Bidders

a. Description of requested Goods	See Annex B
b. Deadline for Quotation	The Quote shall be addressed to IDLO on or before Date: April 27, 2021 Time: 15:00 hours Rome local time.
c. General Terms and Conditions	Any bid submission will imply the unconditional acceptance of IDLO General Terms and Conditions for the Procurement of Goods and adherence to the Supplier Code of Conduct.
d. Payment Terms	IDLO will conduct the payment within 30 days after satisfactory receipt of all goods and upon submission of the invoice by the Supplier.
e. Conditions for Release of Payment	IDLO Acceptance of Goods Form based on full compliance with RFQ requirements
f. Validity of Quotation starting from the Deadline of the Tender	60 days In exceptional circumstances, IDLO may request the Bidder to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Bidder shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
g. Quotations Submission	All quotations shall be submitted through the following e-mail address: tenders@idlo.int
h. Partial Quotations	<input type="checkbox"/> Not permitted <input checked="" type="checkbox"/> Permitted Bidders may submit a Quotation for one or more lots
i. Place of Delivery	Goods will be delivered to: 171 Djunusalieva Street, Bishkek, Kyrgyzstan
j. Delivery Terms	Incoterms Delivery Duty Paid (DDP) Goods will be delivered within 90 days after receipt of PO or contract from IDLO to <i>i. Place of Delivery</i>
k. Customs clearance, if needed, shall be done by:	<input type="checkbox"/> IDLO <input checked="" type="checkbox"/> Supplier <input type="checkbox"/> N/A
l. Currency of Quotation	Kyrgyz Soms <i>Note: (Local Suppliers must comply with any applicable laws regarding doing business in other currencies)</i>
m. Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be inclusive of VAT and other applicable indirect taxes <input type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes

<p>n. Preliminary Documents to be Submitted</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Annex C duly signed and stamped, and in accordance with the list of requirements in Annex B; <input checked="" type="checkbox"/> Product Catalogues or Brochures (Product Data Sheets) attesting compliance with Technical Specifications as mentioned under Annex B; <input checked="" type="checkbox"/> Provision of Serial Numbers at Time of Shipment to be included in Contract and to be counterchecked by IDLO at the time of Delivery: <input checked="" type="checkbox"/> Quality Certificates for the Goods (ISO, etc.); <input checked="" type="checkbox"/> Latest Business Registration Certificate; <input checked="" type="checkbox"/> Latest Internal Revenue Certificate / Tax Clearance; <input checked="" type="checkbox"/> Manufacturer’s Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer); <input checked="" type="checkbox"/> Minimum two (2) Contracts/LPOs of similar value and nature in the past two (2) years as proof of experience with UN Agencies, INGOs, NGOs, or Foreign Embassies indicating contactable domain email references for verification <input checked="" type="checkbox"/> Letters of Reference from at least two (2) clients indicating delivery of similar Goods in the past two (2) years with contactable domain email references for verification <input checked="" type="checkbox"/> Relevant Company Profile <input type="checkbox"/> A statement whether any import or export licenses are required in respect of the goods to be purchased including any restrictions on the country of origin, use/dual use nature of goods or services, including and disposition to end users; <input type="checkbox"/> Confirmation that import or export licenses of this nature have been obtained in the past and an expectation of obtaining all the necessary licenses should the quotation be selected; <input type="checkbox"/> Patent Registration Certificates (if any of technologies submitted in the quotation is patented by the Supplier); <input type="checkbox"/> Certificate of Exclusive Distributorship in the country (if applicable, and if Supplier is not the manufacturer); <input type="checkbox"/> Complete documentation, information and declaration of any goods classified or may be classified as “Dangerous Goods”.
<p>o. Special Packing Requirement</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes
<p>p. After-sales services required, if applicable</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Warranty on Parts and Labour for minimum period of 1 year <input type="checkbox"/> Technical Support <input type="checkbox"/> Provision of Service Unit when pulled out for maintenance/ repair <input type="checkbox"/> Others
<p>q. Evaluation Criteria</p>	<p>Evaluation will be done according to the following order of priorities:</p> <ol style="list-style-type: none"> 1. Full submission of Preliminary Documents (as per Annex A, point n.) 2. Technical responsiveness

	<p>3. Comprehensiveness of after-sales services, as per Annex A, point p, if applicable.</p> <p>4. Earliest Delivery Date</p> <p>5. Lowest price</p>
r. Liquidated Damages	<p><input type="checkbox"/> N/A</p> <p><input checked="" type="checkbox"/> Yes - For late delivery of Goods, IDLO shall be entitled to claim liquidated damages from the Contractor in accordance with Article 23 of the General Terms and Conditions.</p> <p>Liquidated damages for inferior quality or non-conformance of specifications of Goods will be assessed on a case-by-case basis in accordance with the severity of the problem as determined solely by IDLO. The application of this liquidated damages provision shall not relieve the Contractor of its obligations or liabilities pursuant to this Contract.</p>

ANNEX B TECHNICAL SPECIFICATIONS

General Requirements

1. Equipment and consumables must ensure a consistently high quality of operation and be reliable.
2. Used, reconditioned, recycled, or modified in any way equipment or consumables are not allowed.
3. Equipment from leading manufacturers should be provided.
4. All proposed equipment characteristics must meet or exceed the minimum technical characteristics indicated in this technical specification.
5. Full warranty (factory warranty and maintenance servicing guarantee) for the supplied equipment and consumables must be valid for at least 12 months.
6. The equipment must be supplied with a full set of drivers for installed devices on electronic media.
7. Delivery time: from the moment of signing the contract no more than 90 calendar days.
8. Delivery at the request of the supplier or buyer can be carried out ahead of schedule.
9. The price for the product remains unchanged for the duration of the contract. The price includes all taxes and other payments, as well as services.
10. All hardware must be designed for operation in the following conditions (GOST 2132-80 / for enclosed spaces/)
 - a) power supply parameters (220 V + 10 / -15%, 50 Hz +/- 1 Hz);
 - b) ambient temperature from + 10 ° C to + 32 ° C;
 - c) relative humidity from 40% to 80% at a temperature of 23 ° C. Life time of the equipment must be at least 5 years.

Specifications for Goods

Lots	Item Name	Specification	Unit measure	Quantity
1	Audio-video broadcasting unit	<ul style="list-style-type: none"> • H.264 MPEG-4 Part 10 or AVC video compression • AAC or MP3 audio compression • Video Input Type: Digital HDMI, HDMI pass-through output • Video input resolution: 1080p, 720p, 1600×1200, 1400×1050, 1440×900, 1280×1024, 1280×960, 1280×800, 1024×768, 800×600 • Network interface: RJ45, 10/100/1000 Mbps Ethernet • Network protocols: HTTP, UTP, RTSP, RTMP, ONVIF, unicast, multicast • Configuration and update: Via web interface • Power supply: 12V / 1A 	UNIT	5
2	Uninterruptible Power Supply for Personal Computer	<ul style="list-style-type: none"> • UPS type: Line-interactive • Power capacity: 1200VA / 720W • Input voltage: 220V • Output voltage 220V +/-10% • Input frequency: 45-65Hz • Output frequency: 50/60 ± 0.5Hz • Power cable length: 1.5 meters • AVR operating range: 165-275V • Number and type of output connectors: 3 x Schuko • Mode switching time: 3 ms • Output waveform: Step Sine wave • Number and type of batteries: 12V / 7.5Ah x 2 • Battery charge time: 6-8 hours • Front panel: LED indicators 	UNIT	30

Lots	Item Name	Specification	Unit measure	Quantity
		<ul style="list-style-type: none"> • Interface for communication with a PC USB (Smart technology) • Auto turn on • Silent mode • Telephone line protection • Battery deep discharge protection • Short circuit and overload protection 		
3	<p style="text-align: center;">Hanging microphone with a microphone jack set</p>	<ul style="list-style-type: none"> • Polar pattern: cardioid • Frequency range: 70 to 18,000 Hz. • Sensitivity: 18 mV / Pa = -35 dBV relative to 1 V / Pa. • Maximum SPL: 125dB (at 1% THD). • Equivalent noise level: <21 dB. • Signal-to-noise ratio (A-weighted):> 73 dB. • Impedance <= 600 Ohm. • Recommended load impedance:> = 2,000 Ohm. • Supply voltage: 9 to 52 V phantom power with IEC 61938 (built-in DPA adapter). • Power supply: <3mA. • Connector: 3-pin XLR connector. • Color: white. 	UNIT	6
4	<p style="text-align: center;">Video conferencing subsystem image display screen</p>	<ul style="list-style-type: none"> • Screen diagonal: 43 "(108cm) • Matrix type: LED IPS • Screen resolution: 1920 x 1080 Full HD • Viewing angle: 178 ° / 178 ° • Acoustic system: two speakers • Sound power: 20W • The number of HDMI ports is not less than 2 • Wall mountable • VESA size: 200x200 • Remote control • 1-year minimum warranty 	UNIT	6
5	<p style="text-align: center;">Network video recorder (NVR)</p>	<ul style="list-style-type: none"> • Compression format: H.265 / H.264 / MPEG4 	UNIT	6

Lots	Item Name	Specification	Unit measure	Quantity
		<ul style="list-style-type: none"> • IP video input: 4 channels • Incoming bandwidth: 40 Mbps • Outgoing bandwidth: 80 Mbps • Video / Audio outputs • HDMI: 4K (3840×2160)/60Hz, 4K (3840×2160)/30Hz, 1920×1080/60Hz, 1600×1200/60Hz, 1280×1024/60Hz, 1280×720/60Hz, 1024×768/60Hz • VGA: 1920x1080P/60Hz, 1280x1024/60Hz, 1280x720/60Hz, 1024x768/60Hz • Audio output: 1-ch, RCA (Line, 1 KΩ) • Recording resolution: 8MP/6MP/5MP/4MP/3MP/1080p/UXGA • /720p/VGA/4CIF/DCIF/2CIF/CIF/QCIF • Interface type: 1 SATA up to 6TB • External interfaces • Dual audio streaming: 1-ch, RCA (2.0 Vp-p, 1kΩ) • Network interface: 1 RJ-45 10 M / 100 Mbps • USB interface: 2 × USB 2.0 • 1-year minimum warranty 		
6	4 TB hard drive	<ul style="list-style-type: none"> • Volume: 4,000 GB • Buffer memory: 64 MB • Support for 4Kb sectors: yes • Shape Factor: 3.5 " • Purpose: for server / for video surveillance systems • Rotational speed (RPM): 5,400 rpm • Recording / read rate: 150/150 MB / s • Connection: SATA 6Gbit / s • Max. interface speed: 600 MB / s 	UNIT	20

Lots	Item Name	Specification	Unit measure	Quantity
		<ul style="list-style-type: none"> • Operational shock resistance: 30 G • Storage shock resistance: 250 G • Operation noise level: 26 dB • Idle noise level: 25dB • Power consumption: 5.10 W 		
7	IP camera	<ul style="list-style-type: none"> • Matrix: 1/2.8" Progressive Scan CMOS • Resolution: 2MP • Sensitivity: 0.01 Lux @ (F1.2, AGC on), 0 Lux with IR • Electronic shutter: 1/3 sec ~ 1 / 100,000 sec • Lens: Motorized f = 2.8 - 12mm / F1.4 • Viewing angle: 100 ° ~ 35 ° • Lens mount: Φ14 • Day / Night Mode: Mechanical IR Cut Filter with Auto Switching • 3-axis adjustment: Panorama: 0 ° - 360 ° • Tilt: 0 ° - 75 ° • Rotation: 0 ° - 360° • Video compression: H.264/MJPEG/H.264+ • H.264 Profile: Main Profile • Video bitrate: 32 Kb/s – 8 Mb/s • Maximum resolution: 1920×1080 • Main stream • Max. frame frequency: 50Hz: 25fps (1920 × 1080, 1280 × 960, 1280 × 720) 60Hz: 30fps (1920 × 1080, 1280 × 960, 1280 × 720) • Additional stream • Max. frame frequency: 50Hz: 25fps (704 × 576, 640 × 360, 352 × 288, 320 × 240) 60Hz: 30fps (704 × 480, 640 × 360, 352 × 240, 320 × 240) • Image settings: Adjustment of brightness, contrast, 	UNIT	20

Lots	Item Name	Specification	Unit measure	Quantity
		<p>saturation via client software or Web browser</p> <ul style="list-style-type: none"> • Day / Night Switch: Mechanical IR cut filter with auto switch • Motion detection: Detection of: intrusion, defocus, motion. Dynamic analysis, tampering alert, network outage, IP address conflict, storage exceptions • Network storage: micro SD / SDHC / SDXC, up to 128GB • Protocols: TCP/IP, UDP, ICMP, HTTP, HTTPS, FTP, DHCP, DNS, DDNS, RTP, RTSP, RTCP, PPPoE, NTP, UPnP, SMTP, SNMP, IGMP, 802.1X, QoS, IPv6, Bonjour • Security: Password protection, watermark, dual stream • Compatibility: ONVIF, PSIA, CGI, ISAPI • Alarm Triggered: Video Spoofing, Network Break, IP Address Conflict, HDD Full, HDD Errors • Network interface: 1 RJ45 10M / 100M Ethernet • Video input: 1 BNC • Reset button: Yes • Power supply: DC12B ± 25%/PoE(802.3af, class 3) • Power consumption: 5.5W max. • IR illumination: 30m • Protection class: IP67, IK10 • Working temperature: -30 ° C ~ + 60 ° C, humidity 95% or less (non-condensing) • Body material: Metal • 1-year minimum warranty 		
8	PoE switch	<ul style="list-style-type: none"> • Ethernet ports (Uplink): 2x10 / 100Base-T RJ-45 • Ethernet ports (DownLink): 4x10 / 100Base-T PoE 	UNIT	14

Lots	Item Name	Specification	Unit measure	Quantity
		<ul style="list-style-type: none"> • Network standards: IEEE802.3, IEEE802.3u, IEEE802.3X • Max. bandwidth: 1.2 Gbps • Packet Forwarding Rate: 0.8688Mbps • Buffer memory: 768K • MAC table size: 2K • PoE protocols: 802.3af / at (PSE) • PoE pinout: 1/2 (+) 3/6 (-) • Power: DC 52V / 1.2A • Power consumption: 63W • 1-year minimum warranty 		
9	PC power supply	<ul style="list-style-type: none"> • Form Factor: ATX • Power (nominal): 400W • Current on the +12 V line is not less than 14 A • Current on the +5 V line is not less than 16 A • Mains input voltage range: 100-240V 50 / 60Hz • Availability of 4pin Molex connectors • Active cooling system • The package must include a mains power cable 	UNIT	30
10	Video capture card	<ul style="list-style-type: none"> • Interface: PCI Express x1 Gen 2 • Input signal: HDMI *, 3.5mm audio • Output: HDMI (pass-through), 3.5mm audio • Maximum capture resolution: 1080p / 60 • Bundled software • Software compatibility: UVC / UAC compatible software such as XSplit or OBS 	UNIT	6
11	Personal Computer (Recording Station as a unit)	<p>The personal computer must meet the following minimum requirements for specifications and completeness System unit:</p> <ul style="list-style-type: none"> • Case with power supply, ATX form factor, Midi-Tower size, power supply capacity at least 400 W, standard size 	UNIT	1

Lots	Item Name	Specification	Unit measure	Quantity
		<p>power supply, at least 2 USB front panel connectors, headphones, microphone, horizontal position of the power supply;</p> <ul style="list-style-type: none"> • Motherboard, with support for multi-core processors, the number of USB 2.0 interfaces is at least 6 and the number USB 3.0 interfaces is at least 2, installed with D-Sub, HDMI video outputs, the integrated network controller must be of the Ethernet 10/100/1000 Mbps RJ 45 port type, expansion slots must meet the requirements for the functioning of the video capture, video recording and audio recording system; • The processor must be no worse than an x86 Intel Core i7 processor (or equivalent), four physical cores, a frequency of at least 3.5 GHz, a cache of at least 8 MB, or must be equivalent, a processor from another manufacturer of x86 architecture with a cache of at least 8 MB, with at least four physical cores, with a clock frequency of at least 3.5 GHz; • The type of random access memory must be at least DDR3 1333 SDRAM (PC3 10600), the total size of RAM must be at least 16 GB, and a two-channel operating mode must be organized. • The storage drive must be in the form of at least two hard drives, each with a volume of at least 3000 GB, equipped with a SATA interface, with a spindle speed of at least 7200 		

Lots	Item Name	Specification	Unit measure	Quantity
		<p>rpm. Hard drives must be combined into a mirror array.</p> <ul style="list-style-type: none"> • SATA DVD-RW Drive; <p>Monitor:</p> <ul style="list-style-type: none"> • Diagonal - 23.8 inches • Aspect ratio - 16: 9 • Resolution - not less than 1920 x 1080 • Pixel size - no more than 0.278 mm • Brightness - not less than 250 cd /m². • Contrast - not less than 1,000M: 1 • Viewing angles - not less than 178 ° horizontally, 178 ° vertically • Response time - no more than 5 ms • The presence of LED backlight • The number of colors is at least 16.7 million. • The surface of the monitor must be non-reflective and antistatic • The presence of connectors - at least 2, D-Sub, HDMI • Black color. <p>Input Devices:</p> <ul style="list-style-type: none"> • Keyboard and mouse set, wired with USB connection interface, packed in one package • With support for the Russian language at least 102 keys • Optical mouse • Device color – black <p>Operating system:</p> <ul style="list-style-type: none"> • Type: license • Version: Windows 10 Pro Rus • Bit depth: 64x • License type: DSP OEI <p>Software:</p> <ul style="list-style-type: none"> • Name: Microsoft Office Home and Business • Version: 2016 • Type: license 		

Lots	Item Name	Specification	Unit measure	Quantity
		<ul style="list-style-type: none"> • Localization: Russian • License term: unlimited • Product type: full boxed license (FPP, BOX) <p>Headphones:</p> <ul style="list-style-type: none"> • Device type: headphones • Style: full-size, closed • Type: dynamic • Frequency response range: 14 - 20,000 Hz • Sensitivity: 112 dB • Impedance: 32 Ohm • Harmonic Distortion: 0.5% • Mount type: headband • Cable connection: one-way • Headphone jack: mini jack 3.5 mm • Headphone connector shape: straight • 6.3 mm adapter included • Gold plated connectors • Cable length: 3m <p>Network filter:</p> <ul style="list-style-type: none"> • Auto fuse, short circuit and overload protection, overheating protection, overvoltage protection • Load current: not less than 10 A • Operating voltage: 220-240V • Plastic type: shockproof non-flammable ABS • The number of output sockets: not less than 6 pcs. • Cord length: not less than 3 m • The Computer must be delivered fully operational therefore already assembled and installed 		

Specifications for After-Sale Services for Goods

Lots	Description
Lot 1	Minimum one (1) year warranty on parts and labour as specified per Lot under Annex B

**ANNEX C
SUPPLIER'S QUOTATION**

(This Form must be submitted using the Supplier's Official Letterhead/Stationery in the format specified below)

We, the undersigned, hereby accept the IDLO's General Terms and Conditions in full and Payment Policy of payment within 30 days after delivery of service on presentation of complete and correct invoice. We hereby offer to supply the items listed below in conformity with the specification and requirements of IDLO as per **RFQ N_454-KGZ_21**

Company Name	
Company Full Address	
Date	
Signature	
Stamp	
Contact Person	
Telephone number	
Email address	

Table 1: Offer to Supply Goods / Services Compliant with Technical Specifications and Requirements

Lots	Item	Unit measure	Quantity	Unit rate in KGS	Total amount in KGS
Lot 1	Audio-Video Broadcasting Unit	Unit	5		
Lot 2	Uninterruptible Power Supply for Personal Computer	Unit	30		
Lot 3	Hanging microphone with a microphone jack set	Unit	6		
Lot 4	Video conferencing subsystem image display screen	Unit	6		
Lot 5	Network video recorder (NVR)	Unit	6		
Lot 6	4 TB hard drive	Unit	20		
Lot 7	IP camera	Unit	20		
Lot 8	PoE switch	Unit	14		
Lot 9	PC power supply	Unit	30		
Lot 10	Video capture card	Unit	6		
Lot 11	Personal Computer (Recording Station as a unit)	Unit	1		
Sub-total					
Taxes (if applicable)					
Total amount including taxes					

Table 2: Offer for After-Sale Services and Other Conditions

Other Information	Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Minimum one (1) year warranty on parts and labour as specified per Lot under Annex B			

ANNEX D
IDLO GENERAL TERMS AND CONDITIONS FOR THE PROCUREMENT OF GOODS OR SERVICES
AND
IDLO SUPPLIER CODE OF CONDUCT

Any quote submission will imply the unconditional acceptance of IDLO General Terms and Conditions for Goods and Services and adherence to the Supplier Code of Conduct.

The documents are available on IDLO Procurement Website:

https://www.idlo.int/sites/default/files/documents/general_terms_and_conditions_for_goods_august_2020.pdf

https://www.idlo.int/sites/default/files/documents/general_terms_and_conditions_for_services_august_2020.pdf

<https://www.idlo.int/sites/default/files/documents/idlo-supplier-code-of-conduct.pdf>