



**Ministry of Trade and Industry
Level 9, Nicholas Tower
63-65 Independence Square,
Port of Spain
Trinidad and Tobago**

BIDDING DOCUMENT

Issued on: 28th July 2020

Tender for the

**Supply and Delivery of Information Technology Equipment for
the Ministry of Trade and Industry**

RFQ/51/MTISEW/MPDIT/2020

**Project Name: Strengthening of the Single Electronic Window
for Trade and Business Facilitation**

Loan No.: 3575/OC-TT

RFQ/51/MTISEW/MPDIT/2020

REQUEST FOR QUOTATION (RFQ)

For the Supply and Delivery of Information Technology Equipment for the Single Electronic Window Programme, Ministry of Trade and Industry

Bid No: RFQ/51/MTISEW/MPDIT/2020

Date: 28th June 2020

Introduction

The Government of Trinidad and Tobago has received financing from the Inter-American Development Bank toward the cost of the Strengthening of the Single Electronic Window Programme, and it intends to apply part of the proceeds of this financing for eligible payments. You are hereby invited to submit a quotation for the following items in accordance with the technical specifications as attached in **Appendix 2**.

Lot 1 – Desktop Computers and Accessories			
Item #	Quantity	Item Description	Place of Delivery
1.	70	Desktop Computers	Ministry of Planning and Development, Level 17, Eric Williams Financial Complex, Independence Square, Port of Spain, Trinidad
2.	70	Uninterrupted Power Supply (UPS)	
3.	18	Wall Monitors	
Lot 2 –Tablets and Cases			
Item #	Quantity	Item Description	Place of Delivery
1.	18	Tablets	Ministry of Trade and Industry, Level 9, Nicholas Tower, Independence Square, Port of Spain, Trinidad
2.	18	Tablet Cases	

Instruction to Bidders (ITB)

1. Bid Submission:

- a. A Bidder, and all parties constituting the Bidder, shall be nationals from member countries of the Bank. Bidders from other countries shall be disqualified from participating in contracts intended to be financed in whole or in part from Bank loans. Goods and related services to be supplied shall have their country of origin in any of the Bank's member countries. Eligible bidders are defined in the IDB policies which can be found at website: <http://www.iadb.org/procurement> . Bidders are required to confirm their eligibility in **Table 2- Annex 1 - Offer to Comply with Requirements and Conditions Pertaining to the Supply of Goods** and in **Table 3 Price Schedule Form** by indicating their country of origin as well as the country of origin of the items to be supplied.
- b. Prohibited Practices: Appendix I is an extract of the Prohibited Practices clause from the IDB Standard Bidding Documents for Procurement of Goods January 2012. Bidders are required to confirm they have read and will comply with the rules stated in this Appendix by completing **Table 2- in Annex 1 - Offer to Comply with Requirements and Conditions Pertaining to the Supply of Goods**.
- c. Bidders **must** submit quotations on the prescribed ***Price Schedule Form*** attached in **Annex 1 – Table 3**. The bidder may bid on all lots or on only one lot. Each Lot should be on a separate price schedule form. **Bids not received on the prescribed Price Schedule Form will not be evaluated.**

In addition to the Price Schedule Form, you are also required to complete, sign and submit the tables in **Annex 1** as follows:

- **Table 1 - Compliance with Minimum Technical Specifications**
- **Table 2- Offer to Comply with Requirements and Conditions Pertaining to the Supply of Goods, and**
- **Bid securing declaration form**

Each of the forms mentioned above shall be completed as follows:

1. All blank spaces shall be filled in with the information requested.
2. These forms must be completed without any alterations to its format,
3. No substitutes shall be accepted.
4. Any interlineation, erasures, or overwriting shall be valid only if they are signed or initialled by the person signing the Bid.

- d. Bidders may express the price for their Services in any fully convertible currency, singly or in combination of up to three foreign currencies.
- e. Alternative bids shall not be considered.
- f. Bids shall remain valid for Sixty (60) days after the submission deadline date for quotations. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive. In exceptional circumstances, prior to the expiration of the bid validity period, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.
- g. Editable versions of Annex 1 – Table 1, 2 & 3 will be provided to bidders to complete their bid. Modification of the original document other than to input bid information is prohibited.
- h. **Documents to be submitted with Bid:**
 - 1. Company profile
 - 2. Certificate of Incorporation
 - 3. Income Tax and Value Added Tax Clearance Certificates issued by the Board of Inland Revenue and dated not more than six (6) months prior to the closing date for submission of bids. (Where applicable). Firms exempt from VAT will be required to submit a letter from the VAT office confirming same.
 - 4. National Insurance Board (NIB) Compliance Certificate issued in accordance with the National Insurance Act.
 - 5. Product Data Sheets for all equipment to be supplied
 - 6. A letter from the bank must be submitted confirming that the supplier has the necessary financial resources available to cover the cost of the tender.
- i. Further information or clarification may be obtained from Ms. Gaynelle Abraham Brathwaite, Programme Manager of the Project Implementation Unit via Email PIUSEW@gov.tt **no later than Friday July 10th 2020.**
- j. Your quotation must be submitted no later than **Monday July 20th 2020** to the email address: PIUSEWTENDERS@gov.tt and addressed to:
 The Permanent Secretary
 Ministry of Trade and Industry
 Level 9, Nicholas Tower
 63-65 Independence Square, Port of Spain
Attention: Programme Manager, Ms. Gaynelle Abraham-Brathwaite
- k. Late submissions **will not** be considered.

- l. The Supplier shall bear all costs associated with the preparation and submission of quotations and the Ministry of Trade and Industry (MTI) shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- m. The Ministry does not bind itself to accept any Quotation. The MTI reserves the right to cancel the present RFQ in its entirety or even partially, without defraying any cost incurred by any firm in submitted their Quotation.
- n. Bidding will be conducted in accordance with the shopping procedures as specified in the InterAmerican Development Bank's Policies for Procurement of Works and Goods financed by the InterAmerican Development Bank (GN 2349-9), and is open to all eligible bidders as defined in the policies which can be found at website: <http://www.iadb.org/procurement>.
- o. The Purchaser is not responsible for the completeness of the Bidding Documents and their addendum, if they were not obtained directly from the Purchaser.
- p. The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid.
- q. At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing an addendum. Any addendum issued shall be part of the Bidding Documents and shall be posted on the Ministry of Trade and Industry Website <https://tradeind.gov.tt/> . Bidders are also advised to regularly monitor the website as any updates to the tender will published on the website.
- r. To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Purchaser may, at its discretion, extend the deadline for the submission of bids.
- s. The Bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in English.

2. Evaluation of bids

2.1 Clarification of Bids

To assist in the examination, evaluation, comparison and post-qualification of the bids, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing.

2.2 Responsiveness of Bids

The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself. The bid will first be evaluated for compliance with the requirements and conditions pertaining to the supply of goods and then be evaluated for compliance with the minimum technical specifications. Compliant will go on to price evaluation.

2.3 Nonconformities, Errors, and Omissions

Provided that a Bid is substantially responsive, the Purchaser may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.

Provided that a bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

2.4 Financial Evaluation

Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:

- (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in

which case the amount in figures shall prevail subject to (a) and (b) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be rejected.

For the evaluation purposes, prices shall be converted to a single currency. The single currency for the conversion of all prices expressed in various currencies into a single one is **US Dollars**. The official source of the selling (exchange) rate is the Trinidad and Tobago Central Bank Exchange rate <http://www.central-bank.org.tt> and the date of the exchange rate is fourteen (14) days before deadline for submission of proposals.

3. Conflict of Interest

A Bidder shall not have a conflict of interest. All Bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they submit more than one bid in this bidding process.

4. Purchaser's Right to Vary Quantities at Time of Award

At the time the Contract is awarded, the Purchaser reserves the right to **increase or decrease** the quantity of Goods and Related Services originally specified in Appendix 2 by the amounts in the table below without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.

Item	Maximum Increase or Decrease Quantity
Desktop Computers	25
Uninterrupted Power Supply (UPS)	25
Wall Monitors	5
Tablets	5
Tablet Cases	5

Table showing amount by which the quantity can be increased or decreased prior to award.

5. Award Criteria and Notification

The tender shall be awarded to the bid which complies with the minimum technical specifications as well as requirements and conditions pertaining to the supply of goods and has the lowest overall price. One supplier can be awarded one lot or both lots provided they meet the award criteria. Prior to the expiration of the period of bid validity, the Purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted.

6. Payment

One payment will be made for one hundred percent (100%) of the approved amount only upon completion of the following:

- i. Delivery of the equipment to the place of delivery specified in this document or otherwise directed by the Purchaser
- ii. Verification by the Purchaser that the equipment delivered meets all specifications and is in good working order
- iii. The provision of Supplier's warranty certificate for the equipment

Sincerely,

Programme Manager

Strengthening of the Single Electronic Window for

Trade and Business Facilitation

Ministry of Trade and Industry

Level 9, Nicholas Tower,

Port of Spain

Tel: 623-2931 Ext. 2939

Appendix 1 Prohibited Practices

Extract from *Standard Bidding Documents; Procurement for Procurement of Goods: IDB, January 2012*

Part I Section VI. PROHIBITED PRACTICES

1. The Bank requires that all Borrowers (including grant beneficiaries), Executing Agencies and Contracting Agencies as well as all firms, entities and individuals bidding for or participating in a Bank-financed activity including, inter alia, applicants, bidders, suppliers, contractors, consultants, personnel, sub-contractors, sub-consultants, service providers and concessionaires (including their respective officers, employees and agents irrespective of whether the agency is express or implied), adhere to the highest ethical standards, and report to the Bank¹ all suspected acts of Prohibited Practices of which they have knowledge or become aware both, during the bidding process and throughout negotiation or execution of a contract. Prohibited Practices include acts of: (i) corrupt practices, (ii) fraudulent practices, (iii) coercive practices, and (iv) collusive practices and (v) obstructive practices. The Bank has established mechanisms to report allegations of Prohibited Practices. Any allegation shall be submitted to the Bank's Office of Institutional Integrity (OI) for the appropriate investigation. The Bank has also adopted sanctions procedures to adjudicate cases. The Bank has also entered into agreements with other International Financial Institutions (IFIs) to mutually recognize sanctions imposed by their respective sanctioning bodies.
 - (a) The Bank defines, for the purposes of this provision, the terms set forth below:
 - (i) A "corrupt practice" which is the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;
 - (ii) A "fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - (iii) A "coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
 - (iv) A "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party; and
 - (v) An "obstructive practice" which is:
 - a. deliberately destroying, falsifying, altering or concealing evidence material to the investigation or making false statements to investigators in order to materially impede a Bank Group investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - b. acts intended to materially impede the exercise of the Bank's inspection and audit rights provided for under paragraph 1 (f) below.
 - (b) If, in accordance with the Sanctions Procedures of the Bank, it is determined that at any stage of the procurement or implementation of a contract any firm, entity or individual bidding for or participating in a Bank-financed activity including, inter alia, applicants, bidders, suppliers, contractors, consultants, personnel, sub-contractors, sub-consultants, goods or service providers, concessionaires, Borrowers (including grant Beneficiaries) Executing Agencies or Contracting

¹ Information on how to present allegations of Prohibited Practices, the applicable rules regarding the investigation and sanctions process, and the agreement regulating the mutual recognition of sanctions among the IFIs are available on the Bank's website (www.iadb.org/integrity).

Agencies (including their respective officers, employees and agents irrespective of whether the agency is express or implied) engaged in a Prohibited Practice the Bank may:

- (i) not finance any proposal to award a contract for works, goods or services, and consulting services;
 - (ii) suspend disbursement of the operation if it is determined at any stage that an employee, agent or representative of the Borrower, Executing Agency or Contracting Agency has engaged in a Prohibited Practice;
 - (iii) declare Misprocurement and cancel, and/or accelerate repayment of the portion of a loan or grant earmarked for a contract, when there is evidence that the representative of the Borrower, or Beneficiary of a grant, has not taken the adequate remedial measures (including, inter alia, providing adequate notice to the Bank upon learning of the Prohibited Practice) within a time period which the Bank considers reasonable;
 - (iv) issue the firm, entity or individual a reprimand in the form of a formal letter of censure for its behavior;
 - (v) declare that a firm, entity, or individual is ineligible, either permanently or for a stated period of time, to (i) be awarded a contract or participate in activities financed by the Bank; and (ii) be nominated² sub-consultant, sub-contractor, supplier or service provider of an otherwise eligible firm being awarded a Bank-financed contract;
 - (vi) refer the matter to appropriate law enforcement authorities; and/or
 - (vii) impose other sanctions that it deems to be appropriate under the circumstances, including the imposition of fines representing reimbursement of the Bank for costs associated with investigations and proceedings. Such other sanctions may be imposed in addition to or in lieu of the sanctions referred above.
- (c) The provisions of sub-paragraphs 1 (b) (i) and (ii) shall also be applicable when such parties have been temporarily suspended from eligibility to be awarded additional contracts pending a final outcome of a sanction proceeding, or otherwise.
- (d) The imposition of any action to be taken by the Bank pursuant to the provisions referred to above will be public.
- (e) In addition, any firm, entity or individual bidding for or participating in a Bank-financed activity including, inter alia, applicants, bidders, suppliers, contractors, consultants, personnel, sub-contractors, sub-consultants, service providers, concessionaires, Borrowers (including grant Beneficiaries), Executing Agencies or Contracting Agencies (including their respective officers, employees, and agents, irrespective of whether the agency is express or implied) may be subject to sanctions pursuant to agreements that the Bank may have with other International Financial Institutions (IFIs) regarding the mutual enforcement of debarment decisions. For purposes of this paragraph the term “sanction” shall mean any debarment, conditions on future contracting or any publicly-disclosed action taken in response to a violation of an IFI’s applicable framework for addressing allegations of Prohibited Practices.
- (f) The Bank requires that all applicants, bidders, suppliers, and their agents, contractors, consultants, personnel, sub-contractors, service providers and concessionaires permit the Bank to inspect any and all accounts, records and other documents relating to the submission of bids and contract performance as well as to have them audited by auditors appointed by the Bank. Applicants, bidders, suppliers, and their agents, contractors, consultants, sub-contractors, sub-

² A nominated sub-consultant, sub-contractor, supplier, or service provider (different names are used depending on the particular bidding document) is one which has either been: (i) included by the bidder in its pre-qualification application or bid because it brings specific and critical experience and know-how that allow the bidder to meet the qualification requirements for the particular bid; or (ii) appointed by the Borrower.

consultants, service providers and concessionaires shall fully assist the Bank with its investigation. The Bank also requires that all applicants, bidders, suppliers, and their agents, contractors, consultants, personnel, sub-contractors, sub-consultants, service providers and concessionaires: (i) maintain all documents and records related to the Bank-financed activities for seven (7) years after completion of the work contemplated in the relevant contract; and (ii) deliver any document necessary for the investigation of allegations of Prohibited Practices and make available employees or agents of the applicants, bidders, suppliers and their agents, contractors, consultants, personnel, sub-contractors, sub-consultants, service providers or concessionaires with knowledge of the Bank-financed activities to respond to questions from Bank personnel or any properly designated investigator, agent, auditor or consultant relating to the investigation. If the applicant, bidder, supplier and its agent, contractor, consultant, personnel, sub-contractor, sub-consultant, service provider or concessionaire fails to cooperate and/or comply with the Bank's request, or otherwise obstructs the investigation, the Bank, in its sole discretion, may take appropriate action against the applicant bidder, supplier and its agent, contractor, consultant, personnel, sub-contractor, service provider or concessionaire.

- (g) If the Borrowers procures goods or services, works or consulting services directly from a specialized agency, all provisions under Section VI regarding sanctions and Prohibited Practices shall apply in their entirety to applicants, bidders, suppliers and their agents, contractors, consultants, personnel, sub-contractors, sub-consultants, service providers, and concessionaires, (including their respective officers, employees, and agents, irrespective of whether the agency is express or implied), or to any other entities that signed contracts with such specialized agency to supply such goods, works, or non-consulting services in connection with the Bank-financed activities. The Bank will retain the right to require the Borrower to invoke remedies such as contract suspension or termination. Specialized agencies shall consult the Bank's list of firms and individuals suspended or debarred. In the event a specialized agency signs a contract or purchase order with a firm or an individual suspended or debarred by the Bank, the Bank will not finance the related expenditures and will apply other remedies as appropriate.

2. By submitting bids Bidders represent and warrant:

- (a) that they have read and understood the Bank's definition of Prohibited Practices and the sanctions imposed in case Prohibited Practices take place and that they will comply with the rules applicable to those Practices and sanctions;
- (b) that they have not engaged in any Prohibited Practice as set forth herein;
- (c) that they have not misrepresented or concealed any material facts during the procurement or contract negotiation processes or during the performance of the contract;
- (d) that neither they nor their agents, personnel, sub-contractors, sub-consultants, directors, officers or principal shareholders have been declared ineligible to be awarded a contract by the Bank or by another International Financial Institution (IFI) with which the Bank may have entered into an agreement for the mutual enforcement of sanctions or have been convicted of an offense involving a Prohibited Practice;
- (e) that none of their directors, officers or principal shareholders has been a director, officer or principal shareholder of any other company or entity that has been declared ineligible to be awarded a contract by the Bank or by another International Financial Institution (IFI) with which the Bank may have entered an agreement for the mutual enforcement of sanctions, or has been convicted of a crime involving a Prohibited Practice;
- (f) that all commissions, agents' fees, facilitating payments or revenue-sharing agreements related to the Bank-financed activities have been disclosed;

that they acknowledge that the breach of any of these representations may constitute a basis for the adoption by the Bank of one or more of the measures set forth in Clause 1 (b).

Appendix 2: MINIMUM TECHNICAL SPECIFICATION

The Supplier shall supply and deliver Goods which are new, unused, and which conform to the following minimum technical specifications.

Lot 1	
1. Minimum Technical Specifications for Desktops	
<u>Quantity</u>	
70	
<u>Monitor:</u>	
24" Flat Panel Monitors – refresh rate at 60Hz and 1920 x 1080 resolution - Quantity 70	
<u>Operating System:</u>	
Windows 10 Pro (64bit) Multi – English	
<u>Processor Type:</u>	
3.0 GHz Quad –Core Processor 64 bit	
<u>Memory:</u>	
8.0 GB (Expandable)	
<u>Hard Drive:</u>	
1 TB Hard Drive Disk	
<u>Graphics Processor:</u>	
Integrated Intel HD graphics or equivalent	
<u>CD/DVD:</u>	
Internal DVD-RW/CD-RW Drive	
<u>Ethernet Port:</u>	
10/100/1000 Network Interface Card	
<u>Video Card:</u>	
Integrated Video Card with HDMI and/or Display Port outputs	
<u>Sound Card:</u>	
<u>Desktop Speakers:</u>	
Built In	
<u>Ports:</u>	
Minimum 6 USB interface ports (USB 3.0)	
<u>Warranty:</u>	
At least three (3) years warranty on Parts and Labour and Pro Support Three (3) years Next Business Day Onsite Service	
<u>Accessories:</u>	

Multimedia Keyboard (Black) – Quantity 70
USB Optical Scroll Mouse (Black) – Quantity 70
2. Minimum Technical Specifications for UPS
<u>Uninterruptible Power Supply :</u>
Voltage compatibility: 120 VAC
Output Power Capacity: 1000VA
Input cord/plug: 6 ft. 5-15P
3. Minimum Technical Specifications for Wall Monitors
Quantity 18
Wall Monitor
<u>Display:</u>
Minimum 42" LCD/LED Display
1080P Display
HDMI 2.0 Inputs
<u>Wall mount/Floor stand:</u>
Must be compatible with 32" to 60" flat and curved panel TVs that weigh up to 100lbs(45kg)
Minimum adjustable height of 50"
Minimum tilt from +15° to -9°
Must contain 1 Adjustable shelf
Lockable 360°casters (if applicable)
Integrated cable management
VESA patterns - broad range, compatible from 100x100mm to 600x400mm
<u>HDMI Cable:</u>
Minimum cable length of 25ft

Lot 2
1. Minimum Technical Specifications for Tablets
Tablets
<u>Quantity</u>
Eighteen (18)
<u>Tablets</u>
Samsung Galaxy Tab S5e or equivalent
<u>Platform</u>
Operating System: Android 9 (Pie)
<u>Processor Type</u>
Octa-Core (2.0 GHz + 1.7 GHz)
<u>Display</u>
Type: Super AMOLED capacitive touchscreen, 16M colours
Size: 10.5 inches
Resolution: 2560 x 1600 pixels
<u>Carrier</u>
GSM/LTE/WIFI
<u>Memory</u>
Internal Memory: 4GB Ram, 64 GB Memory
Card Slot: Micro SD
<u>Camera:</u>
Primary Camera: 13MP AF with Flash
Secondary Camera: 8MP F2.2
<u>Stylus: Yes</u>
<u>Battery</u>
Li-Ion 7040mAh
<u>Sensor Type</u>
Fingerprint (side-mounted), accelerometer, gyro, compass
<u>Bluetooth</u>
Bluetooth V5
<u>WLAN</u>
WIFI: Wi-Fi 802.11 a/b/g/n/ac
<u>Warranty</u>
Minimum twelve (12) months
<u>Colour</u>

Black
2. Minimum Technical Specifications for Tablet Cases
<u>Tablet Cases:</u>
Quantity
18
Three Layer Full-Body Rugged Protective Case
Colour: Black
Compatibility with the offered Electronic Tablet
Covered controls, hinged charge, and headphone ports – Sealed ports
Built in screen protector
Shock and vibration absorption
Ergonomic Hand Grip

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Annex 1

Table 1: Compliance with Minimum Technical Specifications

The Supplier shall supply and deliver Goods which are new, unused, and which conform to the following minimum technical specifications.

Lot 1	Compliance	
1. Minimum Technical Specifications Desktop Computers	Yes	No
Quantity		
70		
Monitor:		
24" Flat Panel Monitors – refresh rate at 60Hz and 1920 x 1080 resolution - Quantity 70		
Operating System:		
Windows 10 Pro (64bit) Multi – English		
Processor Type:		
3.0 GHz Quad –Core Processor 64 bit		
Memory:		
8.0 GB (Expandable)		
Hard Drive:		
1 TB Hard Drive Disk		
Graphics Processor:		
Integrated Intel HD graphics or equivalent		
CD/DVD:		
Internal DVD-RW/CD-RW Drive		
Ethernet Port:		
10/100/1000 Network Interface Card		
Video Card:		
Integrated Video Card with HDMI and/or Display Port outputs		
Sound Card:		
Desktop Speakers:		
Built In		
Ports:		
Minimum 6 USB interface ports (USB 3.0)		
Warranty:		
At least three (3) years warranty on Parts and Labour and Pro Support Three (3) years Next Business Day Onsite Service		
Accessories:		
Multimedia Keyboard (Black) – Quantity 70		
USB Optical Scroll Mouse (Black) – Quantity 70		
2. Minimum Technical Specifications Uninterruptible Power Supply		
Voltage compatibility: 120 VAC		
Output Power Capacity: 1000VA		
Input cord/plug: 6 ft. 5-15P		

	Compliance	
3. Minimum Technical Specifications Wall Monitors	Yes	No
<u>Quantity 18</u>		
Wall Monitor		
<u>Display:</u>		
Minimum 42" LCD/LED Display		
1080P Display		
HDMI 2.0 Inputs		
<u>Wall mount/Floor stand:</u>		
Must be compatible with 32" to 60" flat and curved panel TVs that weigh up to 100lbs(45kg)		
Minimum adjustable height of 50"		
Minimum tilt from +15° to -9°		
Must contain 1 Adjustable shelf		
Lockable 360°casters (if applicable)		
Integrated cable management		
VESA patterns - broad range, compatible from 100x100mm to 600x400mm		
<u>HDMI Cable:</u>		
Minimum cable length of 25ft		

Supplier's Authorized name to sign:_____ Date:_____

Supplier's Authorized Signature:_____ Supplier's Stamp:

Lot 2	Compliance	
1. Minimum Technical Specifications Tablets	Yes	No
Quantity		
18		
Samsung Galaxy Tab S5e or equivalent		
Platform		
Operating System: Android 9 (Pie)		
Processor Type		
Octa-Core (2.0 GHz + 1.7 GHz)		
Display		
Type: Super AMOLED capacitive touchscreen, 16M colours		
Size: 10.5 inches		
Resolution: 2560 x 1600 pixels		
Carrier		
GSM/LTE/WIFI		
Memory		
Internal Memory: 4GB Ram, 64 GB Memory		
Card Slot: Micro SD		
Camera:		
Primary Camera: 13MP AF with Flash		
Secondary Camera: 8MP F2.2		
Stylus: Yes		
Battery		
Li-Ion 7040mAh		
Sensor Type		
Fingerprint (side-mounted), accelerometer, gyro, compass		
Bluetooth		
Bluetooth V5		
WLAN		
WIFI: Wi-Fi 802.11 a/b/g/n/ac		
Warranty		
Minimum twelve (12) months		
Colour		
Black		
2. Minimum Technical Specifications Tablet Cases		
Quantity – 18		
Three Layer Full-Body Rugged Protective Case		
Colour: Black		
Compatibility with the offered Electronic Tablet		
Covered controls, hinged charge, and headphone ports – Sealed ports		
Built in screen protector		
Shock and vibration absorption		

Ergonomic Hand Grip		
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*Supplier's Authorized name to sign:*_____ *Date:*_____

*Supplier's Authorized Signature:*_____ *Supplier's Stamp:*

Annex 1:

Table 2: Offer To Comply With Requirements And Conditions Pertaining To The Supply Of The Goods

Ref No.	Requirements and Conditions	Compliance													
		Yes	No												
1.	Eligibility: We meet the eligibility requirements.														
2.	Prohibited Practice: We confirm our compliance with the Bank’s Policy in regard to Prohibited Practice as per Clauses in Appendix 1.														
3.	Financial Standing – A letter from the bank must be submitted confirming that the supplier has the necessary financial resources available to cover the cost of the tender.														
4.	Delivery Period: Maximum six (6) weeks from issue of Letter of Award. The Ministry will reserve the right to cancel the Letter of Award should the supplier be unable to comply with the maximum delivery period.														
5.	Quotation Validity: Sixty (60) days after submission deadline date for quotations.														
6.	Purchaser’s Right to Vary Quantities at Time of Award: The Purchaser reserves the right to increase or decrease the quantity of equipment originally specified without any change in the unit prices or other terms and conditions of the bid as follows:														
	<table><tr><td>Item</td><td>Maximum Increase or Decrease Quantity</td></tr><tr><td>Desktop Computers</td><td>25</td></tr><tr><td>Uninterrupted Power Supply (UPS)</td><td>25</td></tr><tr><td>Wall Monitors</td><td>5</td></tr><tr><td>Tablets</td><td>5</td></tr><tr><td>Tablet Cases</td><td>5</td></tr></table>			Item	Maximum Increase or Decrease Quantity	Desktop Computers	25	Uninterrupted Power Supply (UPS)	25	Wall Monitors	5	Tablets	5	Tablet Cases	5
	Item			Maximum Increase or Decrease Quantity											
	Desktop Computers			25											
	Uninterrupted Power Supply (UPS)			25											
	Wall Monitors			5											
	Tablets			5											
Tablet Cases	5														
7.	Payment: Supplier accepts the terms and conditions of payment as outlined in the ITB section 4. Payment and must accept payment via wire transfer into a bank account in the name of the supplier providing the quotation														

Supplier's Authorized name to sign: _____ Date: _____

Supplier's Authorized Signature: _____ Supplier's Stamp: _____

Annex 1:
Table 3 Price Schedule Form

Item No.	Description of Item	Country of Origin of Item	Unit Price VAT Ex.	Quantity	Total Price VAT EX.	VAT 12.5% on Total Price	Total Price VAT Inclusive	Supplier's offered Delivery period
Lot #								
Total Price VAT Inclusive [Insert Currency]								
Name and Address of Supplier								
Signature of Supplier [person signing the quotation]								
Date								
Supplier's stamp								

Supplier's Authorized name to sign:_____ Date:_____

Supplier's Authorized Signature:_____ Supplier's Stamp:

Annex 1

Bid-Securing Declaration

[The Bidder shall fill in this Form in accordance with the instructions indicated.]

Date: *[date (as day, month and year)]*

Bid No.: *[number of bidding process]*

To: *[complete name of Purchaser]*

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the Ministry of Trade and Industry for the period of time of twelve (12) months starting on one (1) month after the breach occurs, if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) have withdrawn our Bid during the period of bid validity specified in the Form of Bid; or
- (b) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, fail or refuse to supply the goods.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of our Bid.

Signed: *[signature of person whose name and capacity are shown]* In the capacity of *[legal capacity of person signing the Bid Securing Declaration]*

Name: *[complete name of person signing the Bid Securing Declaration]*

Duly authorized to sign the bid for and on behalf of: *[complete name of Bidder]*

Dated *[date of signing]*

Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid.]

