

Request for Quotation (RFQ)
For
[Network Security Trainings and Workshops across Selected Women Universities in Pakistan] (Asi@Connect -20-029)

The Network Security Trainings and Workshops across Selected Women Universities in Pakistan project will purchase [procurement items] for [the beneficiaries].

Riphah International University is the host for this project. The beneficiaries of project is Department of Cyber Security and Data Science, Riphah Institute of Systems Engineering, Riphah International University ISLAMABD, Pakistan. Mr. Syed Muhammad Sajjad, Senior Lecturer, RISE is the main project leader and implementing this project.

Riphah International University will issue the Purchase Order/Contract and will make the payment on successful delivery of the equipment to be certified by local project partner (or beneficiary).

Equipment that will be procured are as follows:

I. [Title of Procurement]		
Item 1	2 laptops	HP Spectre x360 13 Convertible Natural silver Windows 10 Pro 64 Intel® Core™ i7-1065G7 (1.3 GHz, up to 3.9 GHz, 8 MB cache, 4 cores)+ Intel® Iris® Plus Graphics+16 GB Memory (onboard)(OLED) 13.3" diagonal 4K UWVA BrightView micro-edge AMOLED multitouch (3840 x 2160) 1 TB Intel® SSD + 32 GB Intel® Optane™ memory 4-cell, 60 Wh Li-ion polymer Full-size island-style backlit keyboard (natural silver) HP TrueVision HD IR Camera with integrated dual array digital microphone Intel® Wi-Fi 6 AX 201 (2x2) and Bluetooth® 5 Combo with HP Pen (natural silver), sleeve, HP elite presenter mouse, charger, HP original Bag, 1 year International warranty and 3 year local warranty (Channel Warranty)
Item 2	Printer	HP OfficeJet Pro 8020 AIO with cables, external extra cartridge with 1 year International warranty and 3 year local warranty (Channel Warranty)
Item 3	External Hard Disk	Portable 4TB External Hard Drive with USB 3.2 Gen 1 (USB 3.0) and Micro USB-B, 4000 GB capacity, cable and carrying Case and 1 year International warranty and 3 year local warranty (Channel Warranty)

Maximum Budget allocated for this procurement is **4,350 Euros**.

This Request for Quotation (RFQ) is required **by 23:59(PKT), 31 July 2020**.

Participation in tender procedures is open on equal terms to all natural and legal persons of the EU Member States and the States and territories of Asia Pacific region who are participating in the Asi@Connect program. Vendor could propose single lot or multiple lots.

Procurement will be completed through competitive bidding in which Riphah International University will select most economical quotation among vendors qualified in technical & administration compliance. Detailed Specification is attached as Annex1. The Bidder must fill up the Quotation with compliance response & Country of Origin (Annex 2). The quotation shall be addressed to:

Organizer: Riphah International University, Islamabad, Pakistan

Humza.rehman@riphah.edu.pk

Position: Manger Procurements

Organization: Riphah International University, Islamabad, Pakistan

Muhammad.sajjad@riphah.edu.pk

Position: Principal Investigator/ Project Manager

&

Trans Eurasia Information Network Cooperation Center (TEIN*CC)

Application dept.: applications@teincc.org

PROCUREMENT PROCESS

- Riphah International University will gather at least 3 quotations from local vendors which had technically guaranteed and financially stable for supplying the equipment.
- Based on reviewing the quotations by evaluation committee, Riphah International University, and TEIN*CC will select Vendor
- Riphah International University will make purchase contract or Purchase order to Vendor.
- Vendor will deliver the equipment to Riphah International University (delivery note must be submitted).
- Riphah International University verifies the equipment and confirms the delivery.
- (NREN also need to make equipment information document (DOC. Or PPT format), which has serial numbers & equipment photo with description)
- After confirmation of delivery, Vendor will send invoice to Riphah International University.
- Riphah International University will reimburse the cost to the vendor.
- After delivery, Riphah International University will proceed 'transfer of ownership' for each beneficiary organization

Evaluation Process

- The evaluation will be composed of three sequential steps, namely administrative compliance, technical compliance and financial evaluation. If a tender cannot meet the administrative and technical compliance, no further evaluation will be progressed.
- The award criterion applied to administratively and technically compliant tender is price. Therefore, the successful tenderer is the one submitting the least expensive tender.
 - **Administrative compliance**
The Nationality and Origin Rule: Participation in tender procedures administered by TEIN*CC is open on equal terms to all natural and legal persons of the EU Member States and the States and territories of Asia Pacific region who are participating in the Asi@Connect program (refer to the Annex 3).
 - **Technical compliance:** proposed model/equipment is equal or beyond the specification.

- **Finance evaluation:** Purchaser will select vendor with lowest tender which comply with administrative & technical requirement.

REIMBURSEMENT

Vendor will send invoice to Riphah International University after Riphah International University confirms the delivery. The following supporting documents will be required:

- Delivery Note to be furnished by the vendor and to be endorsed by participating partner.
- Generated Invoice addressing to Riphah International University.

The vendor needs to scan documents and send them to Riphah International University at humza.rehman@riphah.edu.pk, Muhammad.sajjad@riphah.edu.pk, and TEIN*CC applications@teincc.org.

Vendor needs to ensure that original documents are safely kept at their disposal which might need to be submitted if TEIN*CC desires so.

SCOPE OF THE WORKS AND SERVICES:

1. The bidder will supply the products to Hamza Rehman, Manager Procurements, G-7 Campus, Riphah International University.
2. The required number of goods have been mentioned in the Table below under “**Technical of Requirement**”
3. The bidder should include the shipping, custom, tax related cost into quotation.

Technical REQUIREMENT:

I. [Title of Procurement]		
Item 1	2 laptops	HP Spectre x360 13 Convertible Natural silver Windows 10 Pro 64 Intel® Core™ i7-1065G7 (1.3 GHz, up to 3.9 GHz, 8 MB cache, 4 cores)+ Intel® Iris® Plus Graphics+16 GB Memory (onboard)(OLED) 13.3" diagonal 4K UWVA BrightView micro-edge AMOLED multitouch (3840 x 2160) 1 TB Intel® SSD + 32 GB Intel® Optane™ memory 4-cell, 60 Wh Li-ion polymer Full-size island-style backlit keyboard (natural silver) HP TrueVision HD IR Camera with integrated dual array digital microphone Intel® Wi-Fi 6 AX 201 (2x2) and Bluetooth® 5 Combo with HP Pen (natural silver), sleeve, HP elite presenter mouse, charger, HP original Bag, 1 year International warranty and 3 year local warranty (Channel Warranty)
Item 2	1 Printer	HP OfficeJet Pro 8020 AIO with cables, external extra cartridge with 1 year International warranty and 3 year local warranty (Channel Warranty)
Item 3	1 External Hard Disk	Portable 4TB External Hard Drive with USB 3.2 Gen 1 (USB 3.0) and Micro USB-B, 4000 GB capacity, cable and carrying Case and 1 year International warranty and 3 year local warranty (Channel Warranty)

Detailed Technical specification in ANNEX 1.

TERMS AND CONDITIONS:

1. The supplier will deliver the products at NREN Office respectively.
2. No security money will be deducted from the bill.
3. Quotations in Euro preferred.
4. Payment will be done with euro based on calculation from Inforeuro website applying invoice month in case of quotation in local currency.

TENTATIVE SCHEDULE:

- **Quotation must be submitted by 23:59(PKT), 10 July 2020.**
- The evaluation and award will be made after the deadline.

WARRANTY SUPPORT:

- The warranty support for each product will be at least 1(One) year.

ANNEX 1: PRODUCT SPECIFICATIONS

Item 1	2 laptops	HP Spectre x360 13 Convertible Natural silver Windows 10 Pro 64 Intel® Core™ i7-1065G7 (1.3 GHz, up to 3.9 GHz, 8 MB cache, 4 cores)+ Intel® Iris® Plus Graphics+16 GB Memory (onboard)(OLED) 13.3" diagonal 4K UWVA BrightView micro-edge AMOLED multitouch (3840 x 2160) 1 TB Intel® SSD + 32 GB Intel® Optane™ memory 4-cell, 60 Wh Li-ion polymer Full-size island-style backlit keyboard (natural silver) HP TrueVision HD IR Camera with integrated dual array digital microphone Intel® Wi-Fi 6 AX 201 (2x2) and Bluetooth® 5 Combo with HP Pen (natural silver), sleeve, HP elite presenter mouse, charger, HP original Bag, 1 year International warranty and 3 year local warranty (Channel Warranty)
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Annex 2. Response from vendor

ADMINISTRATIVE AND TECHNICAL COMPLIANCE:

Sl.	Parameters	Statement of Compliance												
1.	Administrative Compliance													
	1) General information of the company with Location (should be in eligible country)*	Complied/Not Complied												
	2) Description of experience of handling this kind of supply (at least 3 supply experiences in last 3 years)*	Complied/Not Complied												
2.	Technical Compliance													
	Product Make and Model and Country of Origin													
	<table border="1"> <thead> <tr> <th>Items</th><th>Country of Origin</th><th>Make and Model</th></tr> </thead> <tbody> <tr> <td>HP Spectre x360 13 Convertible</td><td></td><td></td></tr> <tr> <td>HP OfficeJet Pro AIO with cables, external extra cartridge</td><td></td><td></td></tr> <tr> <td>Portable 4TB External Hard Drive</td><td></td><td></td></tr> </tbody> </table>	Items	Country of Origin	Make and Model	HP Spectre x360 13 Convertible			HP OfficeJet Pro AIO with cables, external extra cartridge			Portable 4TB External Hard Drive			
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*To be added as Annex 1

Quotation:

Item No	Description of Items	Unit of Measurement	Total Required Quantity	Unit Rate	Total Amount
1	2	3	1		
1	HP Spectre x360 13 Convertible	Number	2		
2	HP OfficeJet Pro 8020 AIO cables, external extra cartridge	Number	1		
3	Portable 4TB External Hard Drive	Number	1		
Grand Total					
Grand Total (In words):					

Annex 3. Eligibility

1. Participation in this tender is normally open on equal terms to the following nationals or legal persons:

a) List of countries as below:

a) a Member State of the European Union;

b) a Member State of the European Economic Area;

c) an official candidate country or potential candidate that is a beneficiary of the Instrument for Pre-Accession Assistance, depending on the basic act;

b) Legal persons from Asi@Connect partners countries as follows.

Number	Country	Number	Country
1	Afghanistan	13	Mongolia
2	Australia	14	Myanmar
3	Bangladesh	15	Nepal
4	Bhutan	16	New Zealand
5	Cambodia	17	Pakistan
6	China	18	Philippines
7	Hong Kong	19	Singapore
8	India	20	South Korea
9	Indonesia	21	Sri Lanka
10	Japan	22	Thailand
11	Laos	23	Vietnam
12	Malaysia	24	Chinese Taipei

c) Legal persons from several non-EU OECD/DAC member countries namely Canada, Switzerland and the United States.

2. Please check TEIN*CC if the eligibility of your entity is still not clear addressed to applications@teincc.org.

ANNEX 4 DECLARATION OF ELIGIBILITY OF TENDERERS

Natural or legal persons are not entitled to participate in this tender procedure or be awarded a contract if they are in any of the situations mentioned in Sections 2.3.3.1 or 2.3.3.2 of the Practical Guide as attached.

Candidates or tenderers must certify with the responsible person's signature that they are not in one of the situations listed above – one page of declaration.

ANNEX 5 Pricing Template

The template is available separately.