

REQUEST FOR QUOTATION

A. RFQ No. and Date: Subject:	RFQ 005/2015, August 6, 2015 Computer hardware for USAID/Vietnam			
B. Issuing Office/Section:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px;"><u>Executive Office</u> USAID/Vietnam 15th Fl, Tungshing Building 2 Ngo Quyen Street Hanoi, Vietnam</td> <td style="border: 1px solid black; padding: 2px;"><u>Executive Office</u> USAID/RDMA 25th Fl, Athenee Tower 63 Wireless Road, Bangkok 10330, Thailand</td> </tr> </table>	<u>Executive Office</u> USAID/Vietnam 15th Fl, Tungshing Building 2 Ngo Quyen Street Hanoi, Vietnam	<u>Executive Office</u> USAID/RDMA 25th Fl, Athenee Tower 63 Wireless Road, Bangkok 10330, Thailand	
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C. Closing date for receipt of quotation:	August 18, 2015 (5:00pm Bangkok/Hanoi Time)			
D. Type of Award:	Fixed Price – Purchase Order			
E. Basis for Award:	Soliciting competition, evaluation of quotations or offers, award and documentation (FAR Part 13.106)			

Description of Requirements

The United States Government, represented by the U.S. Agency for International Development (USAID), invites qualified companies/individuals to submit quotations for the services and equipment specified below. This is to support the operation of USAID Vietnam in Hanoi.

Submission of quotations via email is ONLY AUTHORIZED for this procurement by the time specified above with the relevant information. Email submissions shall be sent to ALL email addresses listed at the end of this document. Late submissions will not be considered. The award of a contract hereunder is subject to the availability of funds.

Any questions regarding this Request for Quotation (RFQ) should be sent to ALL email addresses listed at the end of this document. Issuance of this RFQ does not constitute an award or commitment on the part of the U.S. Government, nor does it commit the U.S. Government to pay for costs incurred in the preparation and submission of a quotation.

Vendors may offer some or all items (listed in this request) under separate or lump-sum offers. The proposed cost should include freight cost to USAID Vietnam office in Hanoi, Vietnam.

I. Computer hardware requested:

No.	Requested Item	Quantity
1	Server: HP ProLiant DL380 Gen9 - Xeon E5-2620V3 2.4 GHz - 36 GB RAM - 10 (ten) x SAS 300GB HDD - 02 (two) power supplies.	1
2	Monitor: Dell UltraSharp 27 inch Monitor with PremierColor - Model: U2713H	10
3	Lenovo wireless mouse (Model: MORFFHL)	10
4	Lenovo wire keyboard (Model: KUS0866 or equivalent)	10

II. Bidding dossier:

- Quotation (*written in English*): list detailed prices (including VAT tax, if applicable) in Vietnam Dong (VND), estimated delivery time, quality commitment, fulfillment of the minimum technical requirement, all other expenses that may incur (such as dispatch cost, labor cost for), and any provisions that USAID



- need to be aware.
- Company profile (*in English*): brief introduction document about bidder's company, services, and current customers;
 - Copy of Business Registration certificate;
 - Bidder must sign/stamp on this RFQ and attach it to their bidding dossier for acknowledgement of its content.

III. Selection Criteria:

A) Detailed Price Quote (90%)

B) Past Performance (10%)

All interested parties must submit a detailed price quotation along with documentation that demonstrates previous successful performance of similar service/ product described in this request; this could include letters of recommendations, appreciation or other evidence of vendor capability from previous customers.

The USAID Contracting Officer will select the successful contractor using a Best Value approach, considering price factors and past performance. The Contracting Officer, at the Government's discretion, may enter into negotiations with one or more offeror to discuss improvements in the proposal and cost deduction. Upon successful negotiation with the vendor, a purchase order will be issued, and a lump sum payment made upon acceptance of all deliverables and within 30 days of receipt of invoice.

IV. Contacts:

Bidding dossier should be in ".pdf" format and sent to spoomtong@usaid.gov and hbui@usaid.gov