

REQUEST FOR QUOTATION (RFQ)

Date: 26 June 2024

Project Title: FFA: Pacific Islands Regional Oceanscape Program - Second Phase for Economic Resilience

Source of Funding (loan/credit/grant no.): IDA-E2180

Contract Name: IT Equipment for PMU staff

Contract Ref: SB-FFA-386257-GO-RFQ

Dear Supplier,

1. You are invited to submit your price quotation(s) for the supply of the following items:

Item	Quantity
Laptops	4
Curved Monitors	4
Headphones	8
External drives (2TB)	6
USB-C travelling Docking station	4
Laptop Bags	4

Information on technical specifications and required quantities are attached.

2. You must quote for all the items under this RFQ. Price quotations will be evaluated for all the items together and contract awarded to the supplier offering the lowest evaluated total price of all the items, if substantially responsive to the technical specifications.
3. Your price quotation in the forms attached (Annexes 1, 3 and 4) may be submitted electronically at the following address:

Email address: proper.procurement@ffa.int
4. The deadline for receipt of your quotation(s) by the Purchaser at the address indicated in above Paragraph 3 is: 4pm, 26 July 2024.
5. Your quotation in ENGLISH language, should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English) for each item quoted.
6. Your quotation(s) should be submitted as per the following instructions and in accordance with the attached Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.
7. **PRICES**

For Goods to be imported: The prices should be quoted FOB Brisbane (delivery to the FFA nominated Freight Forwarding company).

8. **EVALUATION OF QUOTATIONS**

- (a) For Goods to be imported: Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of the total FOB prices to the Freight Forwarding company in Brisbane, in accordance with Paragraph 2 above.

In evaluating the quotations, the Purchaser will determine for each quotation the evaluated price by adjusting the price quotation by making any correction for any arithmetical errors as follows:

- a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
- b) where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- c) if a Supplier refuses to accept the correction, his quotation will be rejected.

9. **AWARD OF CONTRACT:** The award will be made to the bidder offering the lowest evaluated price and offering goods which are substantially responsive to the technical specifications. The successful bidder will sign a Contract as per attached form of contract and terms and conditions of supply.

10. **VALIDITY OF THE OFFER:** Your quotation(s) should be valid for a period of forty- five (45) days from the deadline for receipt of quotation(s) indicated in Paragraph 4 of this RFQ.

11. Further information can be obtained from: See below

Name of contact person: Ms. Judy Arumae

E-mail: judy.arumae@ffa.int

Copying in: Sakaio Manoa

Telephone: +61753535079

E-mail: sakaio.manoa@ffa.int

12. Please confirm by fax/e-mail the receipt of this RFQ and whether or not you will submit the price quotation(s).

Sincerely,

FORM OF CONTRACT (RFQ-GOODS)

Project Title: FFA: Pacific Islands Regional Oceanscape Program - Second Phase for Economic Resilience

Source of Funding (loan/credit/grant no.): IDA-E2180

Contract Name: IT Equipment for PMU staff

Contract Ref: SB-FFA-386257-GO-RFQ

THIS AGREEMENT number _____ made on ____(day)__, ____(month)__, ____(year)__ between Forum Fisheries Agency (hereinafter called “the Purchaser”) on the one part and _____ (hereinafter called “the Supplier”) on the other part.

WHEREAS the Purchaser has invited quotations for IT Equipment for PMU staff Upgrade to be supplied by Supplier, viz. Contract _____, (hereinafter called “the Contract”) and has accepted the quotation by the Supplier for the supply of goods under the Contract at the sum of _____ (_____) (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSES as follows:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - a) This signed contract agreement;
 - b) Supplier’s Quotation (including signed Form of Quotation, Terms and Conditions of Supply, Technical Specifications, and signed Statement of Technical Compliance); and
 - c) Addendum (if applicable);
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay in consideration of the Goods supply and acceptance in accordance with the Contract and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.
4. Applicable Law. The Contract shall be interpreted in accordance with the laws of Solomon Islands.
5. Force-Majeure. The supplier shall not be liable for penalties or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force-Majeure.

For purposes of this clause, “Force-Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force-Majeure situation arises, the Supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force-Majeure event.

6. Resolution of Disputes. The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the country procedures of the Purchaser's country. The dispute shall be referred to jurisdiction at the Courts of Honiara, Solomon Islands.
7. Failure to Perform. The Purchaser may cancel the Contract if the Supplier fails to deliver the Goods in accordance with this Contract with a 14-day notice given by the Purchaser, without incurring any liability to the Supplier.
8. Fraud and Corruption. If the Purchaser determines that the Supplier and/or any of its personnel, or its agents, or its Subcontractors, consultants, service providers, suppliers and/or their employees has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices (as defined in the prevailing World Bank's sanctions procedures), in competing for or in executing the Contract, then the Purchaser may, after giving 14 days' notice to the Supplier, terminate the Contract.

9. Inspections and Audits

9.1 The Supplier shall carry out all instructions of the Purchaser which comply with the applicable laws where the destination is located.

9.2 The Supplier shall permit, and shall cause its Subcontractors and consultants to permit, the World Bank ("the Bank") and/or persons appointed by the Bank to inspect the Supplier's offices and all accounts and records relating to the performance of the Contract and the submission of the bid, and to have such accounts and records audited by auditors appointed by the Bank if requested by the Bank. The Supplier's and its Subcontractors and consultants' attention is drawn to Clause 8 Fraud and Corruption, which provides, inter alia, that acts intended to materially impede the exercise of the Bank's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the Bank's prevailing sanctions procedures).

Signature and seal of the Purchaser:
FOR AND ON BEHALF OF

Signature and seal of the Supplier:
FOR AND ON BEHALF OF

Name of Authorized Representative

Name of Authorized Representative

ANNEX 1: TERMS AND CONDITIONS OF SUPPLY

[To be completed, signed and submitted by the Supplier as an attachment to the signed Form of Quotation]

Project Name: _____
Purchaser: _____
Contract Name: _____
Contract Ref: _____

1. Prices and Schedules for Supply

Goods:

Item No	Description of Goods and Services	Quantity	Unit Price FOB Brisbane, Australia (currency and amount)	Total Price FOB Brisbane, Australia (currency and amount)	Delivery Period (days) from Date of Contract Signing, to destination in Brisbane
			<i>(to be filled by Bidder)</i>		
1	Laptops	4			14 days
2	Curved Monitors	4			
3	Headphones	8			
4	external drives (2TB)	6			
5	USB-C travelling Docking station	4			
8	Laptop bags	4			

2. Fixed Price: The prices indicated above are firm and fixed and not subject to any adjustment during contract performance.
3. The Purchaser reserves the right at the time of contract finalization to increase by up to 15% the quantity of goods and services originally specified for each item without any change in unit prices as well as other terms and conditions.
4. Delivery Schedule: The delivery should be completed as per above schedule. The final destination for delivery of the Goods and Services is Honiara, Solomon Islands.

Insurance: The supplier is responsible for all kinds of insurance until the goods are delivered to the destination in Brisbane and the Purchaser will not assume any responsibility until goods are delivered.

5. Packaging and Marking Instructions: The Supplier shall provide standard packing of the Goods as required to prevent their damage or deterioration during transit to and unloading at the final/port of destination.

6. Delivery and Documents (for goods to be imported). The Supplier shall provide the following documents to the Transportation Company nominated by the Purchaser in Brisbane, Australia, with a copy sent to the Purchaser:
 - (i) Copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
 - (ii) Duplicate air/ship/truck transport document, and/or duplicate FCR (Forwarders Certificate of Receipt) in 1 Original and 2 Copies marked "freight prepaid";
 - (iii) Copies of the packing list identifying contents of each package;
 - (iv) Manufacturer's or supplier's warranty certificate;
 - (v) Certificate of origin;
 - (vi) Certificate of quality.

The above documents shall be received by the Purchaser at least one week before arrival of the goods at the final destination and, if not received, the Supplier shall be responsible for any consequent expenses.

7. Payment. Payment against the Contract will be made as follows:

100% of the Contract Price shall be paid upon delivery of Goods and the documents in para. 6 of this Contract to the Transportation company in Brisbane, Australia, through a bank transfer.

8. Warranty. Goods offered should be covered by a warranty as specified in Annex 2, Technical Specifications.

9. Packaging and Marking Instructions. The Supplier shall provide standard packing of the Goods as required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract.

10. Defects. All defects shall be corrected by the Supplier without any cost to the Purchaser within 30 days from the date of notice by Purchaser. Name and address of service facility of the Supplier by which the defects are to be corrected, within the warranty period:

Name and Address _____ (*to be filled by Supplier*)

11. The Supplier confirms compliance with the Technical Specifications provided in Annex 2, subject to the accepted deviations, if any, in Annex 4.

NAME OF SUPPLIER _____

Authorized Signature _____

Place:

Date:

ANNEX 2: TECHNICAL SPECIFICATIONS

Project Title: FFA: Pacific Islands Regional Oceanscape Program - Second Phase for Economic Resilience

Source of Funding (loan/credit/grant no.): IDA-E2180

Contract Name: FFA Conference Center Equipment Upgrade

Contract Ref: SB-FFA-386256-GO-RFQ

1	Laptops	13.5-inch G4 Laptop, 13th Generation Intel Core™ i7 processor, Windows 11 Pro, 13.5“ diagonal WUXGA+ touch display with Intel Iris Xe Graphics, 32 GB LPDDR5-6400 RAM,1 TB SSD Hard Drive																										
2	Curved Monitors	34 in WQHD 100Hz VA Curved Webcam Business Monitor																										
3	Headphones	<table border="0"> <tr> <td>Headphone Fit</td> <td>Around Ear Circumaural</td> </tr> <tr> <td>Headband</td> <td>On Head</td> </tr> <tr> <td>Cushions</td> <td>Removable Cushion</td> </tr> <tr> <td>Microphones</td> <td>Built-in Microphone</td> </tr> <tr> <td>Noise Cancelling</td> <td>Yes</td> </tr> <tr> <td>Noise Control Type</td> <td>Active Noise Cancelling</td> </tr> <tr> <td>Audio cable included</td> <td>Yes</td> </tr> <tr> <td>Case</td> <td>Carry, Storage</td> </tr> <tr> <td>Headphone</td> <td>7.68" H x 6.18" W x 3.15" D (0.520 lb)</td> </tr> <tr> <td>Product Material</td> <td>Metal, Plastic, Leather (Protein)</td> </tr> <tr> <td>Product Case Material</td> <td>Leather (Hard)</td> </tr> <tr> <td>Ear Cushion Material</td> <td>Protein Leather</td> </tr> <tr> <td>Rechargeable</td> <td>Yes</td> </tr> </table>	Headphone Fit	Around Ear Circumaural	Headband	On Head	Cushions	Removable Cushion	Microphones	Built-in Microphone	Noise Cancelling	Yes	Noise Control Type	Active Noise Cancelling	Audio cable included	Yes	Case	Carry, Storage	Headphone	7.68" H x 6.18" W x 3.15" D (0.520 lb)	Product Material	Metal, Plastic, Leather (Protein)	Product Case Material	Leather (Hard)	Ear Cushion Material	Protein Leather	Rechargeable	Yes
Headphone Fit	Around Ear Circumaural																											
Headband	On Head																											
Cushions	Removable Cushion																											
Microphones	Built-in Microphone																											
Noise Cancelling	Yes																											
Noise Control Type	Active Noise Cancelling																											
Audio cable included	Yes																											
Case	Carry, Storage																											
Headphone	7.68" H x 6.18" W x 3.15" D (0.520 lb)																											
Product Material	Metal, Plastic, Leather (Protein)																											
Product Case Material	Leather (Hard)																											
Ear Cushion Material	Protein Leather																											
Rechargeable	Yes																											
4	External drives (2TB)	SSD																										
5	USB-C travelling Docking station	1 USB Type-C® 5Gbps signaling rate; 2 USB Type-A 5Gbps signaling rate; 1 HDMI 2.0; 1 DisplayPort™ 1.2; 1 USB Type-C® pass through (up to 65 W USB Power Delivery); 1 RJ-45 (10/100/1000 Mbps)																										

		<p>Secure firmware update meets HP secure firmware requirements</p> <p>Cable length 11.81 in</p> <p>Up to 65 W via USB Type-C® (requires 90 W power supply)[3,4]</p> <p>Power Delivery (PD) Profiles</p> <p>5V/5A; 9V/5A; 12V/5A; 15V/5A; 20V/5A; 10V/5A</p> <p>Up to 2 4K displays supported through HDMI 2.0 and DisplayPort™1.2 digital video outputs, depending on the capabilities of the host device. Single 4K display will operate @ 60 Hz, dual 4K display will operate @ 30 Hz</p> <p>Compatible with PCs with available USB Type-C® port integrate with USB Power Delivery and DisplayPort</p>
--	--	---

ANNEX 3: FORM OF QUOTATION (RFQ-GOODS)

[To be completed, signed and submitted on Letterhead of Supplier]

_____ (Date)

To: _____ (Purchaser's Name)

_____ (Purchaser's Address)

Project Name: _____

Contract Name: _____

Contract Ref: _____

We offer to execute the _____ (*Purchaser to fill name and number of Contract*) in accordance with the Form of Contract and Annexes accompanying your Request for Quotation (RFQ) for the Contract Price of _____ (amount in words and numbers) (_____) (name of currency). We propose to complete the delivery of Goods described in the Contract within a period of _____ calendar days from the Date of Notification of Award.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the RFQ.

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address: _____

Phone Number _____

Fax Number, if any _____

e-mail address: -----

ANNEX 4: STATEMENT OF TECHNICAL COMPLIANCE

[To be completed, signed and submitted by the Supplier as an attachment to the signed Form of Quotation]

Project Name: _____
Contract Name: _____
Contract Ref: _____

Date:

To: *(name of Purchaser)*

We, the undersigned, confirm that we shall supply the Goods listed in Annex 1 according to the standards and specifications described in Annex 2 except for those deviations listed below:

List all deviations of the proposed items of Goods:

or

nil

We confirm that the Goods proposed in our quotation substantially satisfy the requirements specified in the specifications. The main technical responses are as listed below:

List all the main technical characteristics of the proposed items of Goods:

Authorized Signature: _____
Name and Title of Signatory _____

Name of Supplier: _____
Address: _____
