



Mekong River Commission
For Sustainable Development

13 October 2021

Request for Quotation
No. RFQ21-014

Dear Sir/Madam,

The Mekong River Commission Secretariat (MRCS) is now inviting your Company to submit the sealed Quotation for the supply of IT equipment and Accessories for the MRCS.

The Technical Specifications and Quantities of equipment are provided in the Annex I attached.

1. The quotation shall be quoted in **USD** for a fixed price excluded all taxes and remaining valid at least for **45 days** after the deadline for submission of quotations.
2. Documents to be provided with the bid:
 - The Bid Submission Form: The format is provided in the Annex II for your use. A format is attached as example.
 - Copy of a valid certificate of the authorized dealer in the region (for the offered equipment branch if available)
 - Evidence proving that the company has branch/office in **Lao PDR** for after sale services.

The quotation shall be submitted to MRC Procurement Unit not later than **27 October 2021, 15:00** a sealed envelope clearly marked "**RFQ21-014 Supply of IT equipment and accessories; - DO NOT OPEN BEFORE SUBMISSION DEADLINE**". The sealed envelope shall be addressed to the Mekong River Commission Secretariat at the following address:

Mekong River Commission Secretariat
Administration Division
Procurement Unit
P.O. Box 6101, Unit 18 Ban Sithane Neua
Sikhottabong District, Vientiane 01000, Lao PDR
Tel: (856) 21 263 263; Fax: (856) 21 263 264

Alternatively, bidders have the option of submitting their Quotation electronically by email to the Procurement team account: procurement@mrcmekong.org. The subject of the email should be clearly marked "**RFQ21-014 Supply of IT equipment and accessories; - DO NOT OPEN BEFORE SUBMISSION DEADLINE**".

E-mails will be opened only after the submission deadline and at the time of the opening session.

Please be aware that bids not emailed to the Procurement team account: procurement@mrcmekong.org will be rejected. Bids received after the deadline for bid

submission will also be rejected. As an email may take some time to arrive after it is sent, especially if it contains a lot of information, we advise all bidders to send email submissions well before the deadline.

3. MRCS may annul the bidding process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the bidders, according to the revised Procurement Manual posted in MRC website: <http://www.mrcmekong.org/working-with-mrc/tenders/>
4. MRCS will evaluate quotations **received on the Lot basis** and Purchase Order will be awarded to the supplier(s) whose quotation is substantially technical compliant and lowest offer for the lot.
5. The equipment shall be delivered at **MRCS Office** within **6 weeks** after issuance of the Purchase Order. Failure to respect the delivery date gives MRCS the right to cancel the Purchase Order.
6. Full payment will be paid to the Supplier's bank account within 30 days after delivery and all equipment are checked and functioning well and upon receive the original invoice duly accepted by MRCS.
7. MRCS as International Organization is exempted from import taxes/VAT to its member countries – Cambodia, Laos, Thailand and Vietnam. Support to clearance documents will be provided if required.

We appreciate receiving your quotation.

Sincerely yours,

Signed

Tran Minh Khoi
Director Administration Division

ANNEX I
Technical Specifications and Quantities
of Goods to be supplied

(Model detailed Price Schedule to be attached to the Bid Submission Form)

Ref	Minimum Technical Specifications of goods required	Qty	Yes/No	Technical Specifications of goods to be offered
Lot 1				
1	Dell EMC PowerEdge R750xs Rack Server or equivalent	1		Brand name: Model:
	Front storage: 8x2.5" Drives			
	Processor: x2 1. Intel® Xeon® Gold 5320 2.2G, 26C/52T, 11.2GT/s, 39M Cache, Turbo, HT(185W) DDR4-2933 2. Intel® Xeon® Gold 5320 2.2G, 26C/52T, 11.2GT/s, 39M Cache, Turbo, HT (185W) DDR4-2933			
	RAM: 2x32GB RDIMM, 3200MT/s, Dual Rank, 16GB BASE			
	HDD: 4x1.2TB Hard Drive SAS 12Gbps 10k 512n 2.5 Hot-Plug			
	- Ethernet Mezzanine Adapters: Broadcom 57414 Dual Port 10/25Gbps SFP28, OCP NIC 3.0(x1) - Additional Network Cards: Intel X710 Dual Port 10GbE SFP+Adapter, PCIe Low Profile(x2)			
	Standard Fan: x5			
	PowerEdge R750xs Motherboard			
	DRAC9 Datacenter 15G with Open Mangle Enterprise Advanced			
	VMware ESXi 7.0 U2 Embedded Image(License not included)			
	OS: Ms Windows Server 2022 Standard, 16CORE, FI, No Med, No CAL, Multi Language			
	Warranty: 3 years			

2	PTZ Optics Camera PT12X-USB or equivalent	1		Brand name: Model:
	<ul style="list-style-type: none"> - Full HD camera x10 - 12xOptical zoom - 1080@60FPS resolution - Video outputs: USB 3.0, HDMI, RJ-45 - Video sensor: 1/2.7 CMOS - Vertical/horizontal angle of view: 44.8/72.5 degree - Wall mount and 9-ft USB Cable included - One-year warranty 			
3	Computer Monitor Dell U2720Q or equivalent	1		Brand name: Model:
	<ul style="list-style-type: none"> - 27" 4K USB-C - Color support: 1.07 billion - Aspect Ratio: 16:9 - Contrast Ratio: 1300:1 - Feature: 99% s RGB color gamut - Brightness: 350cd/m² - Input connector: USB-C, HDMI, USB 3.1 - One-year warranty 			
Lot 2 Accessories				
4	Jabra Speaker 510 or equivalent	1		Brand name: Model:
	<ul style="list-style-type: none"> - Bluetooth up to 30m - Battery life up to 15 hrs - Included USB Dongle for PC - One -year warranty 			
5	CanaKit Raspberry Pi 4 Extreme Kit or equivalent	3		Brand name: Model:
	<ul style="list-style-type: none"> - 128GB Samsung EVO+ Micro SD Card (Class 10) Pre-loaded with NOOBS - USB MicroSD Card Reader - Premium Aluminum/Clear Case with Built-In Passive Heat Sink Cooling - 3.5A USB-C Raspberry Pi 4 Power Supply with Noise Filter - Set of 2 Micro HDMI to HDMI Cables - 6 foot (Supports up to 4K 60p) - USB-C PiSwitch (On/Off Power Switch for Raspberry Pi 4) - Six -month warranty 			

				
6	SATA SSD 2,5" <ul style="list-style-type: none"> - 1 TB SATA SSD hard disk - Read and write 560MB/s - 1-year warranty 	6		Brand name: Model:
7	USB SDDDC2-128G-A46 or equivalent <ul style="list-style-type: none"> - Capacity: 128GB - Interface: 3.1 Gen 1, SATA - Connector: USB-C, USB-A - Compatibility: windows and Mac OS - One-year warranty 	10		Brand name: Model:
8	DP to HDMI adapter <ul style="list-style-type: none"> - DP male to HDMI female(support up to 4K@30Hz) 	3		Brand name: Model:
9	VGA to HDMI adapter <ul style="list-style-type: none"> - HDMI female to VGA male 	3		Brand name: Model:
10	USB-C digital AV multiport adapter <ul style="list-style-type: none"> - USB-C to HDMI, USB-c and USB 	1		Brand name: Model:
11	Type C to HDMI <ul style="list-style-type: none"> - Type C male to HDMI male cable 2m 	3		Brand name: Model:
12	Earphone ESD6001B or equivalent <ul style="list-style-type: none"> • Excellent for calling and video conferencing meeting - Built-in microphones environment noise cancellation (ENC) - Speaker impedance: 32ΩBluetooth 5.0 up to 10m 	4		Brand name: Model:

	<ul style="list-style-type: none"> - Battery life up to 12 hrs - Black color - Six-month warranty 			
13	Dell USB-C Mobile Adapter-DA300 <ul style="list-style-type: none"> - USB-C - HDMI - VGA - Video display port & RJ-45 - One- year warranty 	2		

ANNEX II

[Insert Supplier logo and paper heading]

BID SUBMISSION FORM

To: Mekong River Commission
Procurement Office

Date: _____
Ref. No.: _____

Dear Mr. Tran Minh Khoi,
Administration Division Director

Subject: Supply of

Having examined the Request for Quotation by Email/Fax (or published in the MRCS website) dated dd/mm/yy, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply in conformity with the required specifications in the Request for quotation for the sum of [total bid amount in words and figures].

We undertake, if our Quotation is accepted, to deliver the goods in accordance with our offered terms of conditions as informed below.

Our quotation is valid until: [please insert the date (at least for 45 days after the deadline for submission of quotations)].

Local representatives: Name & address

Offered Price:

Item No	Offered Equipment	Qty (set)	Unit price (USD)	Total (USD)
Lot 1				
1	Dell EMC PowerEdge R750xs Rack Server	1		
2	PTZ Optics Camera	1		
3	Computer Monitor	1		
Lot 2				
4	Jabra Speaker	1		
5	CanaKit Raspberry Pi 4 Extreme Kit	3		
6	SATA SSD 2,5	6		
7	USB SDDDC2-128G-A46	10		
8	DP to HDMI adapter	3		
9	VGA to HDMI adapter	3		
10	USB-C digital AV multiport adapter	1		
11	Type C to HDMI	3		
12	Earphone ESD6001B	4		

13	DA300	2		
	TOTAL (VAT excluded)			

	GRAND TOTAL (VAT excluded)			
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- Delivery after order: _____ week(s)
- Payment term: within 30 days after received goods.

Signature and stamp: _____

Name on behalf of Supplier: _____

Title: _____

PRE-QUALIFICATION CRITERIA

Ref	Evaluation criteria	Supplier A	Supplier B
		Y/N	Y/N
1	Submission form duly signed by authorized person		
2	Quotation validity: at least 45 days		
3	Business registration certificate(copy)		
	Prequalification	Y/N	Y/N