
Request for Bids for Supply of Goods

Supply and Delivery of ICT Equipment

Invitation for Bid (IFB) through Open Tender (National)

Project title: Strengthening Risk Information for Disaster Resilience in Bhutan[P175081]

Source of Funding: World Bank

Contract Ref: *NCHM/PRO-01/2021-22/0163*

Dear Sir/Madam,

1. You are invited to submit your priced bid for the supply of the following items:

- 1) Laptop (5 nos.)**
- 2) Workstation (3 nos.)**
- 3) Display Screen (5 nos.)**
- 4) Software (1 no.)**

(Information on technical specifications and required quantities are attached as Price Schedule)

2. The bidder(s) must quote for all the items under this invitation. Priced quotations will be evaluated for all the items together as a single package and contract awarded to the firm offering the lowest evaluated total cost.
3. The bidder(s) shall submit one original of the priced quotation with the Form of Bid, clearly marked ORIGINAL. In addition, the bidder(s) should also submit one copy marked as COPY. The quotation including all documents in the attached format should be sealed in an envelope and addressed to and delivered at the following address:

Your quotation in the required format should be addressed and submitted to:

Procurement Officer

National Center for Hydrology and Meteorology

Thimphu: Bhutan

Telephone: 02-322794

Email ID: tashidendup@nchm.gov.bt

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4. The deadline for receipt of your quotation(s) by the purchaser at the indicated address is on the 30th April 2022, on or before 10:30 AM (BST).
 5. Bids shall be accompanied by a bid security of Nu. 45,000/- in the form of cash warrant, demand draft, or unconditional Bank Guarantee valid till 30th June 2022. Any bid not accompanied by bid security shall be treated as non-responsive.
 6. Quotation by fax or by electronic means **are not** acceptable.
 7. The quotation 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.
 - a) PRICE: all prices shall be quoted in Ngultrum. The quoted price shall be inclusive of all related costs including taxes, duties and other levies to the final place of delivery. The final place of delivery is **National Center for Hydrology and Meteorology, Thimphu.**
 - b) EVALUATION OF QUOTATION: offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their quoted prices. 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;
 - (i) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - (ii) where there is discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern unless in the opinion of the Employer there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line item total as quoted shall govern, and the unit rate shall be corrected.
 - (iii) if the supplier refuses to accept the correction, the quotation will be rejected and the bid security forfeited.

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- c) **AWARD OF PURCHASE ORDER:** the award will be made to the bidder who has offered the lowest evaluated price that meets the specifications. The successful bidder will sign a contract as per attached form of contract and terms and conditions of supply.
- d) **VALIDITY OF THE OFFERS:** the quotation(s) shall be valid for a period of 60 days from the deadline for receipt of quotation(s).
8. Further information can be obtained from: *Procurement Section; NCHM*
9. The Royal Government of Bhutan has received a grant of USD: 3.5 M towards the cost of strengthening disaster preparedness and response capacity project and intends to apply part of the proceeds of this grant to eligible payments under the contract for which this invitation for quotations is issued.
10. The quotation(s) will be opened in the presence of bidders or their representatives who choose to attend at Mini-conference hall, NCHM on 30th April 2022 at 11:00 AM (BST).
11. The Purchaser is not bound to accept the lowest bid and reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
12. The Purchaser will notify the winning bidder of the award of contract prior to the expiry of quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.
13. The Goods supplied should have a minimum Warranty/guarantee of 12 months from the date of acceptance.
14. Ten percent (10%) of the Contract Price shall be paid within thirty (30) days of signing of the Contract upon submission of a claim and an advance payment guarantee for the equivalent amount valid until the Goods are delivered and in the form provided in the Bidding Documents.
15. Ninety percent (90%) of the Contract Price shall be paid to the Supplier within thirty (30) days after the date of the acceptance certificate for the respective delivery issued by the

Purchaser. The ten (10) percent performance security shall be retained as security deposit and paid at the end of the warranty period or after six (6) months whichever is later after adjustment of dues if any.

Schedule of Items and Priced Quotation (Bid form)*[To be filled in by Bidders]*

Sl	Item Description	Unit	Qty	Make/Model	Unit Rate (Nu.)	Total Amount (Nu.)
1	Laptop	Nos.	05			
2	Workstation	Nos.	03			
3	Display Screen	Nos.	05			
4	Image processing software	No.	01			
Total Amount for Supply of Goods to Purchaser (Including taxes and all related costs) Goods to be supplied to <i>National Center for Hydrology and Meteorology</i>						

Total Amount in Nu. (in words)	<i>[insert the Total Amount for Supply of Goods including all related costs].</i>
Delivery period	<i>Insert Number of days from the date of issue of the Purchase Order by the Purchaser</i>
Warranty Provided	<i>.....Months from date of supply or commissioning of the Goods.</i>

Signature of Supplier	Supplier's Official Stamp
Name of Supplier	
Date	

[The Supplier may attach copies of relevant brochures/catalogue for the goods to be supplied, which will give sufficient information to carry out effective evaluation]

Technical Specification of the Goods Required

1. Laptop (equivalent to Fujitsu)

Processor	Intel Core i7-1165G7 Processor (Quad Cores, 12M Cache, 1.2 GHz, up to 4.70 GHz) or higher
Memory (RAM)	16GB LPDDR4x-4266 memory
Hard Drive	1 TB Value-PCIe 3.0 NVMe M.2 2280 SSD, SED/ OPAL2
Display	13.3-inch, LED backlight, FHD, Anti-glare display, Touch, IPS, 1,920 x 1,080 pixel, 350cd/m2 with Ambient Light Sensor
Web Cam	HD Camera with Privacy Camera Shutter with dual digital array microphone
Graphics	Intel Iris Xe Graphics
Operating System	Microsoft Windows 10 Professional, 64 bit with original OEM (Manufacturer) recovery CD media
Wireless	Intel Wi-Fi 6 AX201 802.11ax (2x2) and Bluetooth 5.0
Wired LAN	1x 1Gig Ethernet RJ-45 LAN Port
Audio	HD Audio with Stereo Speakers
I/O ports	2x Thunderbolt 4, 2x USB 3.2 Gen 1 (1 with Anytime USB charge function)1x HDMI, 1x Audio Combo
Security	Integrated Fingerprint sensor, Integrated Smartcard reader, Trusted Platform Module (TPM 2.0)
Mouse	Wireless Optical Mouse
Carry Case	Good quality OEM carry case
Weight	Less than 1000 grams
Compliance	Must submit the detail technical compliance statement with datasheet of the proposed item
Warranty and Quality Assurance	12 month's hardware warranty and the vendor must be an authored local partner of the proposed brand. Copy of such certificate to be furnished along with the offer to validate the authenticity of the product and for the quality assurance and post-sales support

Datasheet	The documents claiming the feature availability should be enclosed with the proposed solution mentioning the page/reference /section no. to evaluate by the technical team. All the documents preferably should be available with data sheets /user manual/installation guide- should be available on the OEM official website
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2. Workstation (equivalent to Fujitsu)

Processor	Intel Xeon Processor W-1250, 3.30 GHz turbo up to 4.7 GHz, 6 Core or higher
Memory (RAM)	64GB (2x 32GB) DDR4 2933MHz memory or higher
Hard Drive	1x 512 GB M.2 NVMe PCIe SSD drive 1x 1TB 7.2K rpm SATA III, 2.5-inch drive
Display Monitor	24-inch, 1,920 x 1,080 pixel, 1 x DisplayPort, 2x USB port, 250 cd/m2 brightness, Anti-glare, 3H hard coating
Optical Drive	DVD Super Multi Drive, 1x SD Card Reader
Graphics	NVIDIA Quadro RTX 4000, 8 GB, PCIe x16, 3 x DisplayPort, 1 x Virtual Link
Operating System	Microsoft Windows 10 Professional, 64 bit with original OEM (Manufacturer) recovery CD media
Wired LAN	1x Ethernet RJ-45 LAN Port
Audio	Internal speaker supports audio playback
I/O ports	Minimum 8 USB Ports (2x USB 2.0; 2x USB 3.2 Gen 2; 1x USB 3.2 Gen 2 Type-C (supports up to 15W), 2x USB 2.0; 2x USB 3.2 Gen 1; 2x USB 3.2 Gen 2), 1x Audio In, 1x Audio Out
Mouse	USB Optical Mouse, USB Keyboard
Compliance	Must submit the detail technical compliance statement with datasheet of the proposed item
Warranty and Quality Assurance	12 month's hardware warranty and the vendor must be an authored local partner of the proposed brand. Copy of such certificate to be furnished along with the offer to validate the authenticity of the product and for the quality assurance and post-sales support.
Datasheet	The documents claiming the feature availability should be enclosed with the proposed solution mentioning the page/reference /section no. to evaluate by the technical team. All the documents preferably should be

	available with data sheets /user manual/installation guide- should be available on the OEM official website
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3. Display Screen

- ◆ Diagonal viewing size: 27 inches
- ◆ Display area(H x V): 597.89 x 336.31mm (23.54'' x 13.24'')
- ◆ Aspect ratio: 16:9
- ◆ Backlight technology : LED
- ◆ Display screen coating: Antiglare with 3 H hardness
- ◆ Panel type: In-plane switching technology
- ◆ Resolution: 1920 x 1080
- ◆ Viewing Angle: 178 degree vertical/178 degree horizontal
- ◆ Pixel Per Inch :82
- ◆ Brightness: 300 cd/m²(typical)
- ◆ Response time: 6ms (gray to gray)
- ◆ connectivity: 1x HDMI (Ver 1.4), 1x VGA
- ◆ Adjustability: Tilt (-5 degree to 21 degree)
- ◆ Voltage Required: 100 to 240 VAC/1.5 A

4. Image processing software equivalent to Agisoft metashape (professional), 3 users license

The Supplier is required to mention the make/model (as applicable) of the goods to be supplied and must attach the appropriate original printed literature/brochures for the various items listed.

Documents required to be submitted as part of the Quotation

The original and *copy(ies)* of quotation submitted by the Bidder shall comprise the following:

- (a) A duly completed and signed priced quotation as per the Schedule of Items.
- (b) A valid Trade License¹;
- (c) A valid Tax Clearance Certificate;
- (d) The required bid security;
- (e) Technical Specification of the Goods to be supplied;
- (f) Any other requirements specified in this document

Terms and Conditions for the Supply of Goods and Payment.

The Terms and Conditions hereinafter may only be varied with the written agreement of the Purchaser and no terms and conditions put forward at any time by the Supplier shall form any part of the Contract.

1. The Supplier shall be required to submit performance security of 10% of the quoted price in the form of cash warrant, demand draft, or unconditional Bank Guarantee issued by a financial institution located in Bhutan, which shall be furnished upon signing the contract. The performance security shall be valid till the end of the warranty period and will be returned after the end of the warranty period.
2. The supply of the goods and related services shall be completed within 45 days from the date of issue of the Purchase Order, or the signing of the contract whichever is later
3. The Supplier shall agree to supply/perform the required after-sales services/maintenance at the quoted price agreed in the contract.
4. The Purchaser shall arrange payment of the invoice, within thirty (30) days upon submission of the original Invoice and against the actually supplied quantities of goods as listed in the Purchase Order.
5. The quoted price shall include all taxes, duties, insurance, and any other costs involved and nothing extra shall be paid.
6. Any goods found defective during the warranty period shall be replaced/repaired by the supplier at his cost. If the supplier fails to rectify and or replace the defective goods, the purchaser shall do it at the cost of the supplier.
7. The supplier shall supply the Goods required within 45 days from the date of placement of the purchase order or signing of the contract. The supplier shall pay liquidated

¹ The non submission of historical (b & c) documents should not become rejection criteria and should be given one chance to the bidder(s) to submit.

damages at the rate of 0.1% per day for each day of delay to a maximum of 10% of the quoted price.

8. The Purchaser may, by written notice, terminate the Purchase Order (or Contract if applicable) in whole or in part at any time for its convenience:
 - a. if the Supplier fails to perform any other Terms and conditions specified with the Purchase Order, or exceeds the maximum amount of liquidated damages.
 - b. if the Supplier fails to perform any other obligation(s) under the Purchase Order, or
 - c. if the Supplier does not take any remedial action within a period of (7) seven calendar days after receipt of a notice of default from the Purchaser specifying the nature of the default(s), or
 - d. if the Supplier, in the judgment of the Purchaser, has engaged in any corrupt or fraudulent practices in competing for or in executing the tasks under this Purchase Order; and
9. The Supplier shall provide the warranty, as stipulated in the Quotation document, for the goods to be supplied and confirm that if any faults are detected within the warranty period in the supplied/installed goods, the Supplier shall be bound to rectify the fault or replace the goods as the case may be. The security deposit shall be used to cover the cost of supplies not delivered or defective items not replaced or rectified.
10. The purchaser may procure any of the items from the open market in case the supplier fails to supply the goods within the stipulated time and realise the difference amount between the quoted price & market price from the security deposit

	Supplier's Stamp
Signature of Supplier	
Name of Supplier	
Date	

Bid Security (Bank Guarantee)

[The Bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.] _____

[insert Bank's Name, and Address of Issuing Branch or Office]

Beneficiary: _____ *[Name and Address of Purchaser]*

Date: _____

BID GUARANTEE No.: _____

We have been informed that *[insert name of the Bidder]* (hereinafter called "the Bidder") has submitted to you its Bid dated (hereinafter called "the Bid") for the execution of *[insert name of Contract]* under Invitation for Bids No. *[insert IFQ number]* ("the IFQ").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we *[insert name of Bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert amount in figures]* (*[insert amount in words]*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the Bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of Bid validity specified by the Bidder in the Form of Bid; or
- (b) having been notified of the acceptance of its Bid by the Purchaser during the period of Bid validity, (i) fails or refuses to execute the Contract Form; or (ii) fails or refuses to furnish the Performance Security, if required, in accordance with the Instructions to Bidders.

This guarantee will expire: (a) if the Bidder is the successful Bidder, upon our receipt of copies of the contract signed by the Bidder and the Performance Security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful Bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of the Bidder's Bid.

Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

[signature(s)]

Sample Manufacturer's Authorization

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the **BDS**.]*

Date: *[insert date of Bid Submission]*

Invitation for Bid No.: *[insert IFB number]*

Alternative No.: [insert identification No if this is a Bid for an alternative]

To: *[insert complete name of the Purchaser]*

WHEREAS

We *[insert complete name of the Manufacturer]*, who are official manufacturers of *[insert type of Goods manufactured]*, having factories at *[insert full address(es) of the Manufacturer's factory/ies]*, do hereby authorize *[insert complete name of Bidder]* to submit a Bid in relation to the Invitation for Quotation indicated above, the purpose of which is to provide the following Goods, manufactured by us, namely *[insert name and/or brief description of the Goods]*, and subsequently to negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 29 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of the authorized representative(s) of the Manufacturer]*

Title: *[insert title(s) of the authorized representative(s) of the Manufacturer]*

Duly authorized to sign this Authorization for and on behalf of *[insert complete name of the Bidder]*

Dated on the *[insert number]* day of *[insert month]*, *[insert year]*.