

Request for Quotations (RFQ)

RFQ Number: StartupCityCahul-2022-013

Issuance Date: 26.05.2022

Deadline for Offers: 08.06.2022

Description: **Supply of ICT equipment and gadgets for the “Tekwill in Every School” competitions – 3 LOTS**

For: EU4Moldova Startup City Cahul Project

Funded By: EU via a delegated agreement with Sweden

Issued by: National Association of ICT Companies (ATIC)

ATIC Point of Contacts: talexeev@ict.md – Tatiana Alexeev, Tekwill in every school” Project Manager
llivadari@ict.md – Liuba Livadari, Procurement Consultant.

Section 1: Instructions to Offerors

1. Introduction:

The National Association of ICT Companies (ATIC) is looking for an official supplier, eligible and responsible to provide IT equipment for the “Tekwill in Every School” project competitions, as described below in Section 1 (Instruction to Offerors).

The required ICT equipment and gadgets are split into 3 LOTS:

LOT 1: IT Equipment – Notebooks

LOT 2: Smartphones

LOT 3: ICT gadgets and accessories (Smartwatches, wireless earbuds, ebooks)

The given procurement is managed under the EU4Moldova Startup City Cahul financed by EU via Sweden, carried out in the Republic of Moldova.

For more details please refer to Section 3 – Technical Specifications.

About ATIC: THE MOLDOVAN ASSOCIATION OF ICT COMPANIES (“ATIC”) is the business Organization uniting 90 companies. Umbrella Organization gathering over 8000 employees.

Being established in 2006, ATIC is the action leading association and the voice of the Moldovan ICT industry that promotes the development of the ICT sector in Republic of Moldova through viable partnerships between companies, similar organizations, government, state institutions and international organizations. The association was founded to represent the industry on different policy and legislative issues and to facilitate the exchange of best practices between members. ATIC mission is to protect and promote the Association members’ interests as well as facilitate a more favorable ICT business climate.

The EU4Moldova: Startup City Cahul Project financed by EU through Sweden is in line with the Annual Action Programme 2019 in favor of the Republic of Moldova and its Action entitled, based on the Commission Decision ENI/2019/042-243.

The overall objective of the Action is to harness and strengthen the potential of the digital economy and enhance regional competitiveness, its business and its investment environment.

The specific objectives are:

- Foster partnerships for innovation and entrepreneurship between the private sector, public sector and educational institutions in the region of Cahul.
- Promote technology, problem solving and creative solutions in learning and make STEM topics (Science, Technology, Engineering and Mathematics) more attractive for women and men, girls and boys.
- Facilitate the emergence of start-ups in innovative sectors, build their capacity and investment readiness.

About “Tekwill in Every School” program

“Tekwill in Every School” aims to transform and digitalize education in the Republic of Moldova, by providing every school in the country the opportunity to access a free eLearning platform, for students aged between 13-19 years to benefit from interactive digital content. The e-courses will allow students to acquire the necessary knowledge and skills required by the future jobs’ workplace.

Our mission is to harness Moldova’s untapped human capital and to help grow a young and innovative generation of software engineers, IT developers, and creative professionals that will design, here at home, products that will meet social challenges at national and global scale.

Offerors are responsible for ensuring that their offers are received by ATIC in accordance with the instructions, terms, and conditions described in this RFQ. Failure to comply with the instructions described in this RFQ may lead to the disqualification of an offer.

2. Offer Deadline and Protocol: Offers must be submitted no later than **17:00, local Chisinau time, on June 8th, 2022.**

Offers received after the specified time and date will be considered late and will NOT be evaluated by ATIC.

Electronic Submission Only:

The only acceptable submission method is electronical – via email.

Any email offers must be sent to the following address:

to: llivadari@ict.md, Liuba Livadari, Procurement Consultant

cc: talexeev@ict.md, Tatiana Alexeev, “Tekwill in every school” Project Manager

Offers must be submitted in one package in pdf format files, including the Forms A-F and other mandatory documents required by this solicitation documents – details in Section 3 - Technical Specifications. The Quotation for the requested goods shall follow the FORM F – Financial offer

All offers must be prepared in one of the 3 languages: English, Romanian or Russian.

3. Questions: Questions regarding the technical or administrative requirements of this RFQ may be submitted no later than 17:00, local Chisinau time on June 3, 2022, by email to icorbu@ict.md, cc: llivadari@ict.md. Questions must be submitted in writing; phone calls will not be accepted. Questions and requests for clarification—and the responses thereto—that ATIC believes may be of interest to other offerors will be circulated to all RFQ recipients who have indicated an interest in bidding.

Only the written answers issued by ATIC will be considered official and carry weight in the RFQ process and subsequent evaluation. Any verbal information received from employees of ATIC or any other entity should not be considered as an official response to any questions regarding this RFQ.

4. Specifications: Section 3 contains the technical specifications of the required items. All commodities offered in response to this RFQ must be new and unused. In addition, all electrical commodities (if applicable), must operate on 240V, 50Hz.

Please note that, unless otherwise indicated, stated brand names or models are for illustrative description only. An equivalent substitute, as determined by the specifications, is acceptable.

5. Quotations: Quotations in response to this RFQ must be set on a fixed-price, all-inclusive basis, including delivery and all other costs required at Section 3. **Pricing must be presented in MDL.**

Currency of Quotation: Pricing must be presented in MDL (VAT 0%, and exempt of customs taxes).

Quotation validity: Offers must remain valid for no less than ninety (90) calendar days after the offer deadline. In exceptional circumstances, ATIC may request Companies to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.

Format of Financial Proposal: In formulating its financial proposal, the offeror should be guided by the FORM F – Quotation form (attached to the RFP).

Partial Quotes: Allowed per LOT .

Only one Offer allowed

- The Offeror (including the Lead Entity on behalf of the individual parties of any Joint Venture/ Consortium/ Association) shall submit only one Offer, either in its own name or, if a joint venture/Consortium/Association, as the lead entity of such Joint Venture/Consortium/Association. Offers submitted by two (2) or more Offerors shall all be rejected if they are found to have any of the following:
 - a) they have at least one controlling partner, director or shareholder in common; or
 - b) they have the same legal representative for purposes of this RFP;
 - c) any one of them receive or have received any direct or indirect subsidy from the other/s; or
 - d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Offer of, another Offeror regarding this RFP process;
 - e) they are subcontractors to each other's Offer, or a subcontractor to one Offer also submits another Bid under its name as lead Bidder; or
 - f) some key specialists proposed to be in the team of one Offeror participates in more than one Offeror received for this RFP process. This condition relating to the specialists, does not apply to subcontractors being included in more than one Offer.

In addition, offerors responding to this RFQ are requested to submit a copy of their official registration or business license.

Mandatory documents to be submitted: Offerors responding to this RFQ are requested to submit the following documents:

- Application form (FORM A)
- Letter of Transmittal (see FORM B)
- Offeror's Summary Sheet (see FORM C)
- Certification Regarding Responsibility Matters (see FORM D)
- Evidence Regarding Responsibility Matters (see FORM E)
- Dully filled in Quotation form (FORM F), in line with the technical specifications (Detailed offered technical description of the offered goods);
- Copy of Company's Registration Certificate;
- Tax Registration/ no debt Certificate issued by the Tax Authority evidencing that the Bidder has no debts
- Manufacturer's authorization to act on behalf of the manufacturer, if the offeror is not the manufacturer of goods (for LOT 1 only)
- Export/Import Licenses, if applicable
- Name and address of the authorized entity/Service Center in Chisinau, Moldova for warranty/ guarantee repair, maintenance services
- Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards, and citations received by the supplier, if any
- Environmental Compliance Certificates, Accreditations, and/or Markings/Labels, and other evidences of the Supplier's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures
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- 2 Reference Letters (proof of satisfactory performance) from Clients in terms of (3) years;

6. Delivery: DAP (Chisinau – Tekwill center, Studentilor str. 9/11). As part of its response to this RFQ, each offeror is expected to provide an estimate (in calendar days) of the execution timeframe (after order receipt). The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting contract.

Expected delivery: Up to 14 calendar days from the confirmation of order/contract issue (shorter deliver is preferred).

Without limiting any other rights or obligations of the parties hereunder, if the Supplier will be unable to deliver the goods by the delivery date(s) stipulated in the contract, the Supplier shall (a) immediately consult with ATIC to determine the most expeditious means for delivering the goods and (b) use an expedited means of delivery, at the Supplier's cost (unless the delay is due to Force Majeure), if reasonably so requested by ATIC.

7. Customs clearance of goods shall be done by the supplier.

8. Warranty: The warranty coverage must be valid on all goods/services/works for a minimum of three (3) years for LOT 1 and 1 (one) year for LOT 2 and LOT 3 after delivery/execution and acceptance of the services/works, unless otherwise specified in the technical specifications (Section 3). The full warranty shall include maintenance, troubleshooting and repair including provision of spare parts.

9. Taxes and VAT: The agreement under which this procurement is financed does not permit the financing of any taxes, VAT, tariffs, duties, or other levies imposed by any laws in effect in the Cooperating Country. No such Cooperating Country taxes, VAT, charges, tariffs, duties or levies will be paid under an order resulting from this RFQ. In the event that any exempt charges are paid by the Contractor, they will not be reimbursed to the Contractor by ATIC. The Contractor shall immediately notify ATIC if any such taxes are assessed against the Contractor or its subcontractors/suppliers at any tier. The Contractor is responsible for payment of all applicable taxes, as prescribed under the applicable laws, associated with wages/salaries/compensation for services rendered by individuals employed by the Contractor and who are directed to work as required under this Contract. The Contractor is liable for payment of all applicable taxes associated with revenues (profit), and other such taxes, fees, or dues for which Contractor is normally responsible as a result of operating its business.

10. Eligibility: By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, bankrupt, or otherwise considered ineligible for an award.

The offeror shall prove its eligibility and qualification by providing supporting documents to comply with the above:

Eligibility	Criteria	
Legal status	Company is a legally registered entity.	Filled and Signed Form A – application Form
Eligibility and conflicts of interest	<ul style="list-style-type: none"> - Supplier is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization, EU or other international Organization. - Has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the supplier that could impair its operations in the foreseeable future. - No conflicts of interest in accordance. 	Signed/Filled in FORM D. Certification Regarding Responsibility Matters, FORM B. Letter of Transmittal, FORM C. Certificate of Independent Price Determination
Licenses, Authorizations, Certificates	<ul style="list-style-type: none"> - Manufacturer’s authorization to act on behalf of the manufacturer, if the offeror is not manufacturer of goods for LOT 1 - Export/Import Licenses, if applicable - Tax Registration/ no debt Certificate issued by the Tax Authority evidencing that the Bidder has no debts 	Statements to be provided

	<ul style="list-style-type: none"> - Name and address of the authorized entity/Service Center in Chisinau, Moldova for warranty/guarantee repair, maintenance services (including registration certificate) - Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards, and citations received by the supplier, if any - Environmental Compliance Certificates, Accreditations, and/or Markings/Labels, and other evidences of the Supplier's practices which contributes to the ecological sustainability and reduction of adverse environmental impact (e.g., use of non-toxic substances, recycled raw materials, energy efficient equipment, reduced carbon emission, etc.), either in its business practices or in the goods it manufactures 	<ul style="list-style-type: none"> -provide information /separate documents -Describe in FORM E. Evidence of Responsibility Statement / Separate document -Provide copies
Qualification	<ul style="list-style-type: none"> - No contract non-performance in the last 3 years (because of default/bankruptcy) - No court or arbitral decisions against the supplier in the last 3 years 	<p>Signed Form D</p> <p>Certification regarding responsibility Matters</p>
	<ul style="list-style-type: none"> - At least 3-years of experience in supplying and provision of IT equipment 	<p>Describe in FORM E. Evidence of Responsibility Statement</p>

11. Evaluation and Award: The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and meets or exceeds the minimum required technical specifications, and is judged to be the best value based on a **lowest-price, technically-acceptable basis**, business experience, the visual aspect of the work to be performed, similar objects in the past and short production and installation terms. The shortest delivery period will also play an important role and may justify the selection in favor of other than the lowest price offer, technically acceptable offer.

Technical Evaluation	<ul style="list-style-type: none"> ▪ The offers will be evaluated for their compliance/non-compliance with the technical requirements and specifications stated in this RfQ (pass -Yes, Fail -No) 	
	<ul style="list-style-type: none"> ▪ Full compliance of Offer to the Technical Requirements ▪ Full compliance of offered goods to the Technical Specifications and required quality standards ▪ Equipment offered shall be FCC compliant and shall be compatible with the Microsoft Hardware Compatibility List (for LOT 1) ▪ Acceptability of after-sales service capacity (service Center in MD, brand new replacement during the warranty period if the unit is beyond repair: and appropriateness of service network in areas of delivery ▪ Ability to deliver goods in time and place as stated in the RfQ 	<p>Filled in Form F – Quotation form (tables 1 and 2) and</p>
Financial Evaluation	<ul style="list-style-type: none"> • Compliance with pricing conditions described in the RFQ • Detailed analysis of the quotations submitted by the bidders in Form F. • Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) • Comparison with budget/internal estimates if available. 	<ul style="list-style-type: none"> • Filled in Form F – Quotation form

Please note that if there are significant deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed “non-responsive” and thereby disqualified from consideration. ATIC reserves the right to waive immaterial deficiencies at its discretion.

Best-offer quotations are requested. It is anticipated that award will be made solely on the basis of these original quotations. However, ATIC reserves the right to conduct any of the following:

- ATIC may conduct negotiations with and/or request clarifications from any offeror prior to award.
- While preference will be given to offerors who can address the full technical requirements of this RFQ, **ATIC may issue a partial award or split the award** among various suppliers, if in the best interest of the Project.
- ATIC may cancel this RFQ at any time.

Please note that in submitting a response to this RFQ, the offeror understands that **EU-Sweden** are not party to this solicitation and the offeror agrees that any protest hereunder must be presented - in writing with full explanations - to the ICTEC Project for consideration, as **EU/Sweden** will not consider protests regarding procurements carried out by implementing partners. ATIC, at its sole discretion, will make a final decision on the protest for this procurement.

12. Terms and Conditions: This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate ATIC to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer.

This solicitation is subject to ATIC’s standard terms and conditions. Any resultant award will be governed by these terms and conditions; a copy of the full terms and conditions is available upon request.

Please note that the following terms and conditions will apply:

- a) Payment will be made 100% upon full delivery of goods (may be split per installments by types of items/Lots), signing of goods receipt documents, payment documents, submission of a warranty certificate for each supplied good. Advance payments may be agreed between contract Parties.
- b) Payment will be made in MDL, via wire transfer to the account specified in the contractor’s invoice. Payment of unpaid balances will be made upon completion and final acceptance of all works and deliverables by ATIC. Any invoices for services rendered and deliverables submitted - but not accepted by ATIC - will not be paid until the Subcontractor makes sufficient revisions to the deliverables such that ATIC may approve the deliverables and thus the invoice.
- c) Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payment will not be issued to a third party.
- d) Any award resulting from this RFQ will be firm fixed price, in the form of a purchase order.
- e) No goods or services may be supplied that are manufactured or assembled in, shipped from, transported through, or otherwise involving any entities and countries included in the EU Sanctions map www.sanctionsmap.eu and/or the United Nations Security Council sanctions list www.scsanctions.un.org/
- f) EU laws prohibit transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The supplier under any award resulting from this RFQ must ensure compliance with these laws.
- g) Economic resources provided by the EU under this Project shall not be made available to, or for the benefit of, third parties - whether entities, individuals or groups of individuals - designated by the EU as subject to restrictive measures in the lists provided at www.sanctionsmap.eu (“EU Restrictive Measures”).

- h) The Cooperation Partner shall cooperate with Sida and/or the Contracting Authority in assessing if the third parties - whether entities, individuals or groups of individuals - identified by the Cooperation Partner as recipients of funds in connection with the implementation of the respective Contribution Agreement fall under the scope of EU Restrictive Measures. In the event that such recipients would fall under the scope of EU Restrictive Measures, the Cooperation Partner shall promptly inform Sida and/or the Contracting Authority.
- i) The title to any goods supplied under any award resulting from this RFQ shall pass to ATIC following delivery and acceptance of the goods by ATIC. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to ATIC.

At any time during the validity of the quotation, ATIC shall not accept any changes in unit prices, due to escalation, inflation, exchange rates fluctuation, or other market factors, after the receipt of the quotation.

At the time of award of the Contract, ATIC reserves the **right to increase or decrease the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer**, without changes in the unit price or other terms and conditions.

Section 2: Offer Checklist

To assist offerors in preparation of proposals, the following checklist summarizes the documentation to include an offer in response to this RFQ: the list of documents as per Section 1, p.5 Mandatory documents to be submitted:

Section 3: Technical Specifications and Requirements

The table below contains the List of the required goods/services. Offerors are requested to provide quotations, including the technical specifications of the ICT equipment and gadgets, containing the information below on official letterhead or official quotation format (As per FORM F – Quotation Form).

.Nr	Goods and Technical Specifications	Measure unit	Total Quantity
LOT 1: IT Equipment - Notebooks			
1	Item 1.1: Notebooks (8 GB RAM) Display: 15.6" Full HD (1920x1080) Non-glare, HD Webcam integrated CPU: 4 Cores, base frequency 2,4Ghz, 6 MB Cache RAM: 8Gb (1x 8Gb) Storage: min 256 GB SSD NVMe Ports: HDMI, 1 microphone in, 1 headphone or combo, RJ-45 or USB-C to LAN adapter, 1x USB-C, 2x USB 3.1., Slots: Card Reader Keyboard: English, Russian; Pointing device: Touchpad Wireless conn.: wi-fi 802.11ax, Bluetooth OS: Windows® 10 Standard Software: Microsoft Office 2021 Home and Student ENG (perpetual license) Warranty (full): min 3 years	Units	48
LOT 2: Smartphones			
2	Item 2.1. Smartphone	Units	45

	<p>Display Display resolution (px) 2400 x 1080 Display diagonal range between 6.43" and 6.67" Color – Any</p> <p>Memory Memory card – Yes Memory RAM –min 4GB Internal Memory min 64 GB</p> <p>Connectivity GPS - Yes Bluetooth v5.0 Wi-Fi 802.11.ac USB type-C 2.0</p> <p>Photo Video Front camera range between 13 MP and 16 MP Video resolution 4K – 30 fps px</p> <p>Software Android Software version: 10 or 11</p> <p>Network 3G, 4G Network</p> <p>Type SIM - Nano-SIM Battery: min 3500 mAh</p> <p>Charging: 1 Adapter and 1 USB Type-C Cable,; fast-charging.</p> <p>Warranty: min 1 year</p>		
LOT 3: ICT gadgets and accessories (Smartwatches, wireless earbuds, ebooks)			
3	<p>Item 3.1. Smartwatch type 1</p> <p>Compatibility with iOS, Android Multimedia messages: SMS, incoming calls, notifications Display resolution (px), minimum 454 x 454 px Bluetooth version: v5.0 GPS - Yes Baterly capacity, minimum 410 mAh Sensors: Pedometer, heart rate etc. Display diagonal range between 1.28" and 1.39" Color: Any Water resistant 5ATM</p> <p>Warranty: min 1 year</p>	Units	45
4	<p>Item 3.2 Smartwatch type 2</p> <p>Compatibility with iOS, Android Multimedia messages: SMS, incoming calls Display resolution (px) minimum 240 x 240 px Display diagonal range between 1.28" and 1.32" Type of display: TFT Bluetooth version: v5.0 GPS - Yes Batter capacity: mininum 210 mAh Color: Any Sensors: Pedometer, heart rate etc. Water resistant 5ATM</p> <p>Warranty: min 1 year</p>	Units	10
5	<p>Item 3.3: Wireless Earbuds (Bluetooth)</p> <p>Color – Any Compatibility with Android, iOS Type Stereo Type: earbuds Water resistant Frequency range between 20 Hz – 20 kHz Working distance: 10 m Connectivity Bluetooth v5.0 Wireless - Yes Working hours: minimum 10 Battery capacity range between min 200 mAh Microphone – Yes</p>	Units	10

	Warranty: min 1 year		
6	Item 3.4: E-book display resolutions 1024 x 758 px display diagonal 6" internal memory min 8 GB Memory RAM min 256 MB Memory card – microSD USB connectivity - microUSB Battery capacity min 1300 mAh Warranty: min 1 year	Units	10

Aftersales and other requirements for all items under LOT 1, LOT 2, LOT 3:

a) Service Center in Moldova
b) Brand new replacement if unit is beyond repair (withing warranty period)
c) Delivery costs included
d) Other Direct Costs included (if relevant)