

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM: _	DATE: 23/10/2011
	REFERENCE:

Dear Sir:

You are kindly requested to submit your quotation for the following items before close of business on 01/11/2011.

Item	Generic Description [incl. Technical specifications, quality & safety standards, special features required]	Quantity
1	Dell laptop Latitude 15 inch, E6510 as per attached, 2.4Ghz Core i5 Processor, 15.4 Ultrasharp WUXGA display, 4GB DDR-RAM, 160GB 7200RPM Free Fall sensor Hard Drive, DVD Writer, Gigabit Ethernet Card, Wireless 802.11G Card Bluetooth 6 Cell Battery.	1 unit
2	Sony multimedia projector Model EX 100 with screen 180cm x 180cm	1 unit
3	Multi-functional Canon copier big size 1025N ADF + toner	1 unit
4	Digital camera Sony Sybershot, DSC-W290 12 Mega Pixel 5xZoom with 4 GB chip,	1 unit
5	Book Shelves, wooden (standard)	4 unit
6	1 set Sofa	1 set
7	1 chair medium size revolving and 1 computer desk	2 pcs
8	Meeting table for 30 people	1 unit
9	Meeting chairs	30 unit
10	Notice board medium size	1 unit
11	White board big size	1 unit
12	Carpet for 1 room (Turkish)	4 sets (4mx3m each)
13	Genset Model : Marapco/ FG Wilson With sound and weather Proof Canopy Type. 13.5 KVA / 10.8 KW Standby Power 12.5 KVA / 10 KW Prime Power- - Engine Perkins (UK) - Alternator Leroy Somer/ (France/ UK) - Control Panel Power Wizard/ Deep Sea (UK) - Voltage: 380/400V (3Ph) (Ph-N) 50Hz, 1500 RPM. - <i>Sound Attenuated & Weather Proof Canopy</i>	1 unit
14	Delivery to Parwan Province/ Charikar city (Delivery date: 10 days from date of Purchase order)	1 unit
15	Vacuum cleaner, (18L)	1 unit
16	Stabilizer, 3.0KVA Stovol Automatic Power Stabilizer (regulator)	1 unit
17	Hard drive 500 GB	1 unit
18	AC with installation (18000)	2 unit
19	Gas heater + balloon (Turkish)	1 unit
20	Water cooler big size, (Nikai)	1 unit
21	Dustbin big size	1 unit

22	Dishes for 16 people (dark blue color)	1 set
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CONDITIONS	
Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP
	PLACE UNOCA Compound, Jalalabad Road, district 9, Kabul Afghanistan
Payment Terms	
Validity of Quotation	<input type="checkbox"/> 30 DAYS <input checked="" type="checkbox"/> 60 DAYS
Preliminary Examination - Completeness of quotation.	<input type="checkbox"/> Partial bids permitted. <input checked="" type="checkbox"/> Partial bids not permitted
Mode of Transport	AIR
	SURFACE
	SEA OTHERS
General Terms and Conditions	Copy enclosed (see Appendix A)

REQUIREMENTS
<u>Language:</u> All documentation, including installation and operating manuals shall be in:
<input checked="" type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input type="checkbox"/> Others

NAME, FUNCTIONAL TITLE: _____ Signature: 23/11/11 DATE: _____

CONTACT ADDRESS: UN Women OFFICE, UNOCA Compound, Jalalabad Road, UNAMA Compound, Kabul, Afghanistan _____ FAX NO: _____

E-MAIL ADDRESS: registry.unwomen.af @unwomen.org