

REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM: _	DATE: 08/01/2012
	REFERENCE: 006/UNW/Ops/Jan 2012

Dear Sir:

1. Your quotation should be submitted to UN Women Country Office at UNOCA Compound, Jalalabad Road, Kabul on/before 15 January 2012, and 03:00 PM Kabul local time.
2. Quotes to be submitted in a sealed envelope marked clearly with Tender Reference/Tender Name/closing date or by email to the following email address: registry.unwomen.af@unwomen.org

Sealed envelopes to: UN Women Country office
UNOCA Compound, Jalalabad Road, District 09 Kabul Afghanistan

3. Method of Payment: Monthly base, Max 15 days on bank transfer after satisfactory completion of the task and provide invoice.
4. Your quotations will be considered upon the provision with this RFQ the following, failure in providing the requested documents may constitute grounds for disqualification of the quotations:

Please Provide:

- A. Company's valid trade license
 - B. List of previous contracts for the same field
5. Note: After receipt of quotations, UN Women reserves the right to request any additional information or seek clarification from the company to ascertain responsiveness of offers received.
 6. Services and maintenance of below equipment will be for one time.

Item	Generic Description [incl. Technical specifications, quality & safety standards, special features required]	Quantity
1	Laptop dell inspiron 5010 Processor: Intel Core i5 – 250M 2.0 GHz, (Turbo Boost 2.8 Ghz) 4MB L2 Cache, System Memory:8 GB (2GB x 4) DDR2-800 SDRAM (maximum is 8GB) Hard Disk drive: 640GB SATA (5400rpm) Optical Drive: DVD+ RW+ RDL/RAM+ Display: 15.5" WXGA TFT with XBRITE-ECO TM Tecnology Graphics: Mobile Intel Graphics Midia Accelerator Didecated 1024MB Minboard: Lan W- LAN 9802. 11B/G). Web Came: Motion eye Camera HP Mobile Battery: Capacity Lithium – ion battery Memory Stick slot: standard / Duo size Compatible Opreting system: Windows7 Home premium - Laptop bag x3	3
2	Printer Hp Laserjet Black & white 2055	2

3	Printer Hp color laserjet 1025	2
4	Scanner Hp Scanjet Model 5590 with ADF	2
5	Cannon copy machine IR 1020	1
6	WD MY passport Essential ultra portable Hard driver 1 TB Smart back up and storage	3
7	Flash Disk 16 GB SSK Original metal Material appearance fine Craft work show noble shockproof and damaprof	3
8	LCD- TV (Sony) By port: HDML. USB with the cable of monitor (40 inch) + antenna fixed	1
9	AC + installation Model: ORVICA ORA0911 HC + 9000Btu/h	1
10	Sony make believe cyber shot DSC W570 Digital Still camera intelligent auto smile shutter face detection 16 mega pixel 4x optical zoom 26 mm wide angle lens 2.7 " LCD screen memory 16GB	1
11	H300 Sanesuiy- 450 Mamer 32 GB	1
12	Semcard: Afghan tale cam Mobile sit (Nokia model 6303)	3
13	Interfare – 1913 (Captured card)	1
14	Audionic – campany- pc3 (speaker system)	1
15	Head phone Mic (star tech)	2
16	Copier Shorp – 2310U	1
17	Kasper sky 2012 (Antivirus)	3

CONDITIONS

Delivery Term (INCOTERMS 2000) & Place	<input type="checkbox"/> FCA <input type="checkbox"/> CPT <input type="checkbox"/> CIP	
	PLACE	
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	SEA
	SURFACE	OTHERS
General Terms and Conditions	Copy enclosed (see Appendix A)	

REQUIREMENTS

Language: All documentation, including installation and operating manuals shall be in:

English French Spanish Others

NAME, FUNCTIONAL TITLE: _____ Signature:  DATE: 08/10/112

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

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