## **ANNEX 3: TECHNICAL AND FINANCIAL OFFER – GOODS**

*Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.*

|  |  |  |
| --- | --- | --- |
| Name of Bidder: | Click or tap here to enter text. | |
| RFQ reference: | **RFQ-2021-067 “Purchase and delivery of the Lot #1: Laptops; Lot #2: MFPs”** | Date: Click or tap to enter a date. |

**LOT #1: LAPTOPS**

**Brand Name/Manufacturer:**

**Model:**

**Year of production:**

**Country of Origin:**

**Delivery timeframe:** ***<add number of Calendar Days>*** after receipt of Purchase Order

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Item No** | **Required Characteristics** | **Descriptions (Bidder’s proposal)** | | | | |
| 1. | CPU: Intel Core i5 |  | | | | |
| 2. | CPU base frequency: 2.4 GHz or higher |  | | | | |
| 3. | Number of Cores: 4 |  | | | | |
| 4. | Cache Memory: At least 8 MB |  | | | | |
| 5. | RAM: 8 Gb |  | | | | |
| 6. | Display: Not less than 15.6 "  Anti-glare |  | | | | |
| 7. | Resolution: Full HD 16:9 |  | | | | |
| 8. | Video: Iris Xe Graphics |  | | | | |
| 9. | Disk: 512 GB SSD or more, storage type: SSD |  | | | | |
| 10. | Network: LAN 10/100/1000, RJ-45 |  | | | | |
| 11. | Wi-Fi: WiFi (802.11 b/g/n/ac/ax) 2x2, Bluetooth 5.1 |  | | | | |
| 12. | Ports: 2 x USB 3.2, 1 x Thunderbolt 4, 1 x USB Type-C, RJ-45, 1x headphone / microphone combo jack (3.5mm), Kensington security, HDMI |  | | | | |
| 13. | Camera: Embedded by default |  | | | | |
| 14. | Screen diagonal, inch: 15,6 inches |  | | | | |
| 15. | Ports: 2 x USB 3.2, 1 x Thunderbolt 4, 1 x USB Type-C, RJ-45, 1x headphone / microphone combo jack (3.5mm), Kensington security, HDMI |  | | | | |
| 16. | Slots: Card reader SD/SDHC/SDXC/MMC |  | | | | |
| 17. | Additional accessories: Camera resolution at least HD 720, LED keyboard backlight, Fingerprint |  | | | | |
| 18. | Inputs: Keyboard, Touchpad |  | | | | |
| 19. | Supplement: USB Type-C with DisplayPort support |  | | | | |
| 20. | Battery: Li-Ion, 45 W \* h up to 6 h |  | | | | |
| 21. | Charge USB Type-C: has the ability to charge through a Type-C connector. |  | | | | |
| 22. | Installed operating system: Windows 10, Russian |  | | | | |
| **Currency of the Quotation: KZT**  **INCOTERMS: DDP** | | | | | | |
| **Item No** | **Description** | | **UOM** | **Qty** | **Unit price (without VAT)** | **Total price (without VAT)** |
| 1. | LOT #1: Laptops | | pc | 12 |  |  |
| Total Price without VAT | | | | | |  |
| VAT (12%) | | | | | |  |
| **Total Final and All-inclusive Price with VAT** | | | | | |  |

**LOT #2: MULTIFUNCTIONAL PRINTERS**

**Brand Name/Manufacturer:**

**Model:**

**Year of production:**

**Country of Origin:**

**Delivery timeframe:** ***<add number of Calendar Days>*** after receipt of Purchase Order

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| **Item No** | **Characteristics** | | **Descriptions (Bidder’s proposal)** | | | | |
| 1. | Functionality:  - Print -Copy -Scan | |  | | | | |
| 2. | Format: A4 | |  | | | | |
| 3. | Scanning type: 50 sheets | |  | | | | |
| 4. | Printing speed, mono, А4 (up to pages/min.): 35 | |  | | | | |
| 5. | Printing speed, color, А4 (up to pages/min.): 35 | |  | | | | |
| 6. | Max load (page./min.): 80,000 | |  | | | | |
| 7. | Max resolution, points per inch: 600 x 600 dpi | |  | | | | |
| **Printing Configurations:** | | | | | | | |
| 1. | Two-side printing: Automatic | |  | | | | |
| 2. | Printing speed, mono, А4 (up to pages/min.): 35 | |  | | | | |
| 3. | Printing speed, color, А4 (up to pages/min.): 35 | |  | | | | |
| 4. | Memory (p/max),ГБ: 2/2 | |  | | | | |
| 5. | Processor, Hhz: 1.05 (dual core) | |  | | | | |
| 6. | Max load (page./min.): 80,000 | |  | | | | |
| 7. | Recommended monthly printing, pages: 5000 | |  | | | | |
| 8. | Display: 5 inches, touch | |  | | | | |
| 9. | Connection: 10/100/1 000 Base-T Ethernet, USB, Wi-Fi | |  | | | | |
| 10. | Front USB Press / Scanning Port: Should be | |  | | | | |
| 11. | Mobile printing: Apple® AirPrint®, Google Cloud Print™, Plug-In Xerox® Print Service and Mopria® Print Service for Android™ | |  | | | | |
| 12. | Maximum resolution, dots per inch: 600 x 600 dpi | |  | | | | |
| 13. | Page description languages: Adobe® PostScript® 3™, PCL® 5, PCL® 6, PDF, XPS, TIFF, JPEG, HP-GL | |  | | | | |
| **Working with materials:** | | | | | | | |
|  | Capacity of media supply trays (standard / maximum), sheets: 700/1250 | |  | | | | |
|  | Bypass tray capacity, sheets: 150 | |  | | | | |
|  | Output tray capacity (standard / maximum), sheets: 250/250 | |  | | | | |
|  | Material size: 76 x 127–216 x 356 | |  | | | | |
|  | Density of carriers, g / m2: 60–220 | |  | | | | |
| **Additional Cartridges:** | | | | | | | |
|  | Starter toner cartridge:  Black: 3000 pages  Blue: 2,000 pages  Magenta: 2,000 pages Yellow: 2,000 pages | |  | | | | |
|  | Standard capacity toner cartridge:  Toner cartridge black - 2,500 pages  Toner cartridge Cyan - 2,500 pages  Toner cartridge Magenta - 2,500 pages  Toner cartridge yellow - 2,500 pages | |  | | | | |
|  | High Yield Toner Cartridge:  Toner cartridge black - 5500 pages  Toner cartridge Cyan - 4800 pages  Toner cartridge Magenta - 4800 pages Toner Cartridge Yellow - 4800 pages | |  | | | | |
|  | Extra High Yield Toner Cartridge:  Toner cartridge black - 10,500 pages  Toner cartridge cyan - 8000 pages  Toner cartridge Magenta - 8000 pages Toner cartridge yellow - 8000 pages | |  | | | | |
| **Currency of the Quotation: KZT**  **INCOTERMS: DDP** | | | | | | | | |
| **Item No** | | **Description** | | **UOM** | **Qty** | **Unit price (without VAT)** | **Total price (without VAT)** | |
| 1. | | LOT #2: MFPs | | Pc. | 3 |  |  | |
| Total Price without VAT | | | | | | |  | |
| VAT (12%) | | | | | | |  | |
| **Total Final and All-inclusive Price with VAT** | | | | | | |  | |

**Checklist for the provided documents:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **You Responses** | | |
| **Yes, provided** | **No, we cannot provide** | **If you cannot provide, pls. indicate reason** |
| Annex 2: Quotation Submission Form duly completed and signed |  |  | Click or tap here to enter text. |
| Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 |  |  | Click or tap here to enter text. |
| Latest Business Registration/re-registration Certificate |  |  | Click or tap here to enter text. |
| VAT Certificate (if applicable) |  |  | Click or tap here to enter text. |
| Certificate confirming that currently there are no debts with the tax authorities |  |  | Click or tap here to enter text. |
| Brief description of the Company; the description of the Company must demonstrate Company's experience in selling relevant equipment on the market for at least 2 years with a list of similar deliveries over the last 2 years (indicating to whom and when the goods were delivered, with the Customer's contact information); |  |  | Click or tap here to enter text. |
| Recommendation letters from previous customers - at least 2 letters |  |  | Click or tap here to enter text. |
| A complete set of documents with information about the supplied good (photo, technical specification, user manual, passport copy (if applicable) |  |  | Click or tap here to enter text. |
| Letter of confirmation of the warranty for a period of at least 12 months, including warranty conditions and maintenance with the address and contacts of the service centers |  |  | Click or tap here to enter text. |
| Availability of Service Centers or a technical support service if maintenance/repair is required, providing the address and contact details of the responsible person |  |  | Click or tap here to enter text. |
| Permit of the manufacturer to act as an official dealer or OEM Authorization letter from the dealer/distributor (if the Supplier is not a manufacturer) |  |  | Click or tap here to enter text. |
| Provide balance sheet for the last year (income statement and balance sheet); |  |  | Click or tap here to enter text. |
| Delivery schedule with approximate date of delivery of goods |  |  | Click or tap here to enter text. |
| Free-form Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List |  |  | Click or tap here to enter text. |
| Attach any additional information that demonstrates your qualification for these goods including appropriate certifications *[pls. specify]* |  |  | Click or tap here to enter text. |

**Compliance with Requirements**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **You Responses** | | |
| **Yes, we will comply** | **No, we cannot comply** | **If you cannot comply, pls. indicate counter - offer** |
| Proposed goods are compliant to the Minimum  Technical Specifications |  |  | Click or tap here to enter text. |
| Delivery Term (INCOTERMS): Lot ## 1,2: Kazakhstan, Nur-Sultan, 8, Mangilik El , Business center Altyn-Orda, 13th floor, office 13; Nur-Sultan, A. Mambetova 24, BC Affari, Office 409 |  |  | Click or tap here to enter text. |
| Delivery Lead Time – maximum 60 calendar days of issue of Purchase Order, UNDP format |  |  | Click or tap here to enter text. |
| All equipment and materials must be new, in the factory packaging, not previously used |  |  | Click or tap here to enter text. |
| Packaging of equipment/goods will ensure safety during transportation |  |  | Click or tap here to enter text. |
| The Bidder will provide a minimum of 12  months warranty on the equipment from the  time the goods are handed over to the end user at the address specified; |  |  | Click or tap here to enter text. |
| In the event of a warranty, the Bidder will carry out the replacement with a new equipment or components, if it is impossible to repair the purchased equipment in the event of a manufacturing defect |  |  | Click or tap here to enter text. |
| Availability of a service centers or a technical  support service if maintenance/repair is  required, providing the address and contact  details of the responsible person |  |  | Click or tap here to enter text. |
| Validity of Quotation – 120 days |  |  | Click or tap here to enter text. |
| Payment terms – 100% post-payment |  |  | Click or tap here to enter text. |
| Obligation to provide instruction on operation and maintenance (at the time of delivery) |  |  | Click or tap here to enter text. |

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| --- | --- |
| I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted. | |
| *Exact name and address of company*  Company NameClick or tap here to enter text.  Address: Click or tap here to enter text.  Click or tap here to enter text.  Phone No.: Click or tap here to enter text.  Email Address: Click or tap here to enter text. | Authorized Signature:  Date: Click or tap here to enter text.  Name: Click or tap here to enter text.  Functional Title of Authorised  Signatory: Click or tap here to enter text.  Email Address: Click or tap here to enter text. |