

## Section II: Schedule of Requirements

Case reference: RFQ/2022/40627

### Objective:

1.1. **Objective:** UNOPS is soliciting quotations for the establishment of a Blanket Purchase Agreement as defined in this document. Quotations must be submitted by using the Returnable Bidding Forms contained in Section III. The overall objective of this solicitation is to establish a Blanket Purchase Agreement (BPA) to facilitate and expedite the process by which UNOPS will contract the supply and delivery of Computer Laptop, Computer Monitor 24", Mobile Wireless Mouse - Multi Mode and USB Computer Headset for UNOPS Bangkok Office, Thailand once there are specific requirements in the 12 months following the signature of the BPA subject to maximum ceiling amount of USD 50,000. If the ceiling amount is not reached during the initial 12 months, the BPA may be extended for another 12 months period. The BPA will be terminated once USD 50,000 is reached regardless of the timeline mentioned above.

1.2. **Number of BPAs and non-Exclusivity:** UNOPS will enter into one BPA agreement selected as a result of this procurement process, as per evaluation methodology and criteria specified herein. The BPA shall be considered by UNOPS as non-exclusive and UNOPS will not be committed to purchase any minimum quantity.

1.3. **Call Off mechanism and prices:** Once the BPA is signed, if there is a specific requirement for Cleaning Supplies for UNOPS, Myanmar, the UNOPS appointed focal person shall issue a Purchase Order (PO) to the supplier. The PO will include details on the service period to be supplied. The pricing will be based on prices in the BPA contract.

1.4. **Contract Management/Service Level Agreement:** The BPA supplier shall provide quarterly reports to the UNOPS focal point indicated in the BPA. UNOPS will regularly monitor the performance of the BPA supplier, based on the following Key Performance Indicators (KPIs):

- KPI 1: On-time delivery. Supplier shall deliver within a maximum of **45 working days** after receipt of the PO.
- KPI 2: Completeness of the order. Supplier shall deliver service as per specification included in the order and at the right quantity.
- KPI 3: Price Compliance. Supplier shall provide the services as per unit prices identified in the BPA.
- KPI 4: Accuracy of payment documentation. Supplier shall provide complete payment documentation including accurate invoices with correct quantities, unit price, order reference number, etc.

If the supplier fails to meet UNOPS' performance requirements detailed above, it will receive in the first instance a warning to improve their performance. Continued failure to meet performance requirements may result in the termination of the BPA.

**A. Summary of requirements and Technical specifications for Goods**

Item No	Description	UNOPS minimum technical requirements
1	Computer Laptop (English Keyboard Layout)	Computer Laptop (English Keyboard Layout) Intel Core i7 Processor, 12M Cache, up to 4.80 GHz, with IPU or higher Intel HD Graphic or higher 13.3" HD Anti-Glare FHD 1920x1080 non-touch. 16 GB of DDR4 Memory or higher 512GB SSD M.2/NVME or higher Internal Single Point Backlit Keyboard – English 1 x USB 3.2 port 2 x Thunderbolt 4 ports with DisplayPort Alt Mode/USB4/Power Delivery 1 x Universal audio port 1 x HDMI 2.0 port Integrated Wi-Fi 6 (AC/ AX), Bluetooth 5.1 or equivalent Integrated HD camera Multi mode mobile Wireless Mouse 65W Power Adapter Type-C or Type-O (Thailand) Business Essential Backpack 15" Windows 10 Pro 64 bit Energy Star Qualified or equivalent 3 Years Battery Warranty by manufacturer only 4 Years Warranty On-Site service by manufacturer only 4 Years Accidental Damage Care by manufacturer only
2	Computer Monitor 24"	Computer Monitor 24" Compatible with Dell laptop 24-inch Professional Monitor with built-in USB-C docking. Height-adjustable stand Resolution 1920 x 1080 at 60 Hz Contrast Ratio 1000:1 (typical) Anti Glare Display Screen Coating Connectors: 1 x HDMI port version 1.4 (HDCP 1.4) 1 x DisplayPort version 1.2 (HDCP 1.4) 1 x DisplayPort (Out) with MST (HDCP 1.4) 1 x USB Type-C upstream port 4 x SuperSpeed USB 5 Gbps (USB 3.2 Gen1) downstream port 1 x RJ45 port Power cable Type-C or Type-O (Thailand) 4 Years Warranty On-Site service by manufacturer only
3	Mobile Wireless Mouse - Multi Mode	Mobile Wireless Mouse - Multi Mode Compatible with Dell laptop Connectivity Technology Wireless - 2.4 GHz, Bluetooth 5.0 Movement Detection Technology - Optical Movement Resolution - 1600 dpi 3 Buttons Color - Black 3 years Advanced Exchange Service

4	USB Computer Headset	USB Computer Headset Microphone Type: Bi-directional Input Impedance: 22 Ohms Sensitivity (headphone): 115 dB +/-3 dB Sensitivity (microphone): -42 dBV/Pa +/- 3 dB Frequency response (Headset): 20 Hz - 20 KHz Frequency response (Microphone): 100 Hz - 16 KHz Compatible with Windows, macOS or Chrome OS 2 years Hardware Warranty
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