

Request for Quotation (RFQ) for goods/Services

Procurement of Tableau Desktop,
MS Office Professional 2013 and
MS Office Home & Business License for
CDNH Office

RFQ No: MYA/15/MMOH/RFQ/0033

Request for Quotation (RFQ)

Procurement of MS Office Professional and Home & Business License for CDN H Office

RFQ NO. MYA/15/MMOH/RFQ/0033

Date: 27 May 2015

UNOPS is requesting a quotation from suppliers, for the Procurement of Procurement of Tableau Desktop, MS Office Professional 2013 and MS Office Home & Business License for Center for Diversity and National Harmony (CDNH) Office. All Interested parties must complete and return the attached price sheet by the e-mail address kyawsanw@unops.org (or) Fax: 01657284 (or) personal delivery to the UNOPS Office, 12(O) Pyi Thu lane, 7 Miles, Mayangone Township, Yangon.

1 Requirements

Quotation need to be submitted by using the Technical Specification Form(Annex-A), Price Schedule Form (Annex-B), and the attached Quotation Form (Annex- C).

2 Currency

- 2.1. The price shall be quoted in United States Dollar. (US\$)
- 2.2. UNOPS reserves the right not to reject any bids submitted in a currency other than the mandatory bidding currency stated above. UNOPS may accept bids submitted in another currency than stated above if the Bidder confirms during clarification of bids (1.18) in writing that it will accept a contract issued in the mandatory bid currency and that for conversion the official United Nations operational rate of exchange of the day of RFQ deadline as stated in the RFQ letter shall apply.
- 2.3. Prices quoted by the Bidder shall be fixed and not subject to variation on any account. A Bid submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.

3 Delivery

Center for Diversity and National Harmony (CDNH) Office
No. 12, Shwe Li Street, Kamayut Township, 11041Yangon, Myanmar

4 Quotations due

The quotation must be received no later than

Date: Thursday, 4 June 2015
Time: 5:00 p.m. (Yangon Time)

The supplier is responsible to ensure that the quotation reaches the address above on or before the deadline.

5 Validity of Quotations

Quotation submitted shall be binding and valid for a period of thirty (30) days from the due date stated herein. Any prices accepted during this period will be considered firm/fixed for the resulting Purchase Order.

6 Preparation and Submission of Quotations

Following documents shall be submitted along with the quotation:

1. The attached Technical Specification Form(Annex-A)
2. The attached Price Schedule Form (Annex-B), and
3. The attached Quotation Form (Annex- C) completed and signed.

UNOPS will not be responsible for any costs associated with your preparation and submission of a quotation, regardless of the conduct or outcome of the selection process.

7 Evaluation

- a. UNOPS evaluates the quotations based on best value, i.e. best quality and cost-effectiveness of the proposed offers. A contract may be awarded to the bidder having submitted the quotation representing the best value for UNOPS.
- b. In view of urgency of requirement, the proposed delivery lead-time will be taking into the consideration of evaluation.
- c. The evaluation will be carried out by Item wise.

8 Award

The supplier agrees to acknowledge the Purchase Order in the form provided upon award, under the terms and conditions stated therein, and for the agreed amount.

UNOPS reserves the right to accept or reject any quotation, and to cancel the process and reject all quotations, at any time prior to the award of contract, without thereby incurring any liability to the Bidders or any obligation to inform the Bidders of the grounds for such action.

9 UNOPS General terms and conditions

Any order resulting from this RFQ exercise will be subject to the UNOPS General Conditions available at

<http://www.unops.org/SiteCollectionDocuments/Procurement%20docs/UNOPS%20General%20Conditions%20for%20Goods.pdf>

10 Clarifications

The supplier with questions or requests for more information are encouraged to send to **Zaw Lay Aung, ICT Officer** through email: zawa@unops.org , telephone +951 657281-287, Ext: 152 promptly in order to allow time for the provision of a written response. Explanations or

interpretations provided by personnel other than the above will not be considered binding or official.

11 Payment

UNOPS will make payment within 30 days of receipt of original invoice and other required documents.

Yours Sincerely



Name: Mikael Christensen

Title: Head of Support Services

UNOPS Myanmar

Date: 23/5/15

Annex-A: Technical Specifications

To establish compliance of their bid with the UNOPS technical specifications, bidders should complete the right column of the below table for the compliance confirmation statement.

1) Tableau Desktop (Full Version)

| UNOPS's Minimum Technical Requirements | | Please fill-in Yes/No If No, please mentioned proposed specification in details |
|--|--|--|
| Data Source | Action Vectorwise 2.0 or later (Windows only) | |
| | Amazon Redshift | |
| | Amazon Elastic MapReduce | |
| | Cloudera Hadoop Hive and Impala; Hive CDH3u1, which includes Hive .71, or later; Impala 1.0 or later (incl. Kerberos support for Impala) | |
| | DataStax Enterprise Edition 2.2 or later (Windows only) | |
| | EXASOL 4.2 or later (Windows only) | |
| | Firebird 2.1.4 or later | |
| | Google Analytics | |
| | Google BigQuery | |
| | Hortonworks Hadoop Hive 1.1 or later | |
| | HP Vertica 6.x or later | |
| | IBM BigInsights (Windows only) | |
| | IBM DB2 9.1 or later for Linux, UNIX, or Windows (available on Tableau Desktop/Server on Windows only) | |
| | IBM Netezza 4.6 or later (Windows only) | |
| | Mark Logic (Windows only) | |
| | MapR Distribution for Apache Hadoop 2.x or later (Windows only) | |
| | Microsoft Access 2003 or later (Windows only) | |
| | Microsoft Excel 2007 or later | |
| | Microsoft PowerPivot 2008 or later (Windows only) | |
| | Microsoft SQL Server 2005 or later (incl. support for Kerberos) | |
| | Microsoft SQL Server Analysis Services 2005 or later, multi-dimensional mode only (Windows only)(incl. support for Kerberos) | |
| | Microsoft SQL Server PDW V2 or later | |
| | Microsoft Windows Azure Marketplace Data Market | |
| | MySQL 5.0 or later | |
| | OData | |
| | Oracle Database 10.x or later | |

| UNOPS's Minimum Technical Requirements | | Please fill-in Yes/No If No, please mentioned proposed specification in details |
|--|---|--|
| | Oracle Hyperion Essbase 11.1.1 or later (Windows only) | |
| | ParAccel Analytics Database 3 or later (Windows only) | |
| | Pivotal Greenplum 4.x or later | |
| | PostgreSQL 8.3 or later | |
| | Progress OpenEdge 10.2B patch 4 or later (Windows only) | |
| | Salesforce.com, including Force.com and Database.com | |
| | SAP HANA 1.0035 or later (Windows only) | |
| | SAP NetWeaver Business Warehouse 7.00 with SP20+ recommended; also requires SAP GUI for Windows 7.20 or later client (Windows only) | |
| | SAP Sybase ASE 15.5 or later (Windows only) | |
| | SAP Sybase IQ 15 or later (Windows only) | |
| | Spark SQL requires Apache Spark 1.2.1 or later | |
| | Splunk Enterprise 6 or later (Windows only) | |
| | Statistical Files; SAS (*.sas7bdat), SPSS (*.sav), and R (*.rdata, *.rda) | |
| | Tableau Data Extract | |
| | Teradata V2 R6.2 or later | |
| | Teradata Aster Data nCluster 5.0 or later | |
| | Teradata OLAP Connector 14.10 or later (Windows only) | |
| | Text files -- comma separated value (.csv) files | |
| | Additional databases and applications that are ODBC 3.0 compliant | |
| File Sharing | Connects to Tableau Server for web-based analytics | |
| | Creates package files for Tableau Reader | |
| System Requirements | Windows | |
| | Microsoft® Windows® 8.1, 8, 7, Vista sp2; or Server 2012 R2, 2012, 2008 R2 (on x86 or x64 chipsets) | |
| | 32-bit or 64-bit versions of Windows ² | |
| | Minimum of an Intel Pentium 4 or AMD Opteron processor ³ | |
| | 2 GB memory | |
| | 750 megabytes minimum free disk space | |

| UNOPS's Minimum Technical Requirements | | Please fill-in Yes/No If No, please mentioned proposed specification in details |
|--|--|--|
| | Mac | |
| | iMac (Mid 2007 or newer) | |
| | MacBook (Late 2008 Aluminum, or Early 2009 or newer) | |
| | MacBook Pro (Mid/Late 2007 or newer) | |
| | MacBook Air (Late 2008 or newer) | |
| | Mac mini (Early 2009 or newer) | |
| | OS X 10.8.1 or later (10.8.6 or later recommended) | |
| | 2 GB memory | |
| | 750 MB available disk space | |
| Virtual Environments | Citrix environments, Microsoft Hyper-V, Parallels, and VMware ¹ | |

2. Microsoft Office Professional 2013 (Full Version)

| UNOPS's Minimum Technical Requirements | | Please fill-in Yes/No If No, please mentioned proposed specification in details |
|---|--|--|
| Office Application Included Word, Excel, PowerPoint, OneNote, Outlook, Access, Publisher | | |

3. Microsoft Office Home & Business (Full Version)

| UNOPS's Minimum Technical Requirements | | Please fill-in Yes/No If No, please mentioned proposed specification in details |
|--|--|--|
| Office Application Included Word, Excel, PowerPoint, OneNote, Outlook | | |

Annex-B: Price Schedule Form

| Lot No. | Description | Qty. | Unit | Proposed Delivery Time | Warranty | Unit Price (USD) | Total Price (USD) |
|--------------------|---|------|---------|------------------------|----------|------------------|-------------------|
| 1. | Tableau Desktop (Full Version) | 1 | package | | | | |
| 2. | Microsoft Office Professional 2013 (Full Version) | 10 | package | | | | |
| 3. | Microsoft Office Home & Business (Full Version) | 14 | package | | | | |
| GRAND TOTAL | | | | | | | |

***Remarks: Bidders are encouraged to submit the alternative options (Volume License / End user License / Downloadable License key) which are suitable for the users in Myanmar.**

ANNEX C

RFQ - Quotation Form

The Quotation Form must be completed, signed and returned to UNOPS. The quotations must be made in accordance with the instructions contained in this request.

UNOPS General Conditions of Contract will apply to any resulting purchase order/contract. A link to the UNOPS General Conditions of Contract is included in the RFQ document.

The undersigned, having read the terms and conditions of Quotation No. RFQ-**MYA/15/MMOH/RFQ/0033** set out in the attached document, hereby offers to supply the package of software applications specified in the RFQ at the price or prices quoted, in accordance with any specifications stated, and subject to the terms and conditions set out or specified in the bid document.

I, the undersigned, declare that:

- a) Our firm and our personnel have no conflict of interest in any activity that would put it, if selected for this assignment, in a conflict of interest with UNOPS.
- b) Our firm confirms that the offeror and sub-contractors have not been associated, or had been involved in any way, directly or indirectly, with the preparation of the design, terms of references and/or other documents used as a part of this solicitation.
- c) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by UNOPS, in accordance with clause 2, Eligibility.
- d) We have not offered and will not offer fees, gifts and/or favours of kind in exchange for this RFQ and will not engage in any such activity during the performance of any contract awarded.

I, _____ (name of signing official) _____, certify that I am _____ (position) _____ of _____ (legal name of company) _____; that by signing this RFQ bid for and on behalf of _____ (legal name of company) _____ I am certifying that all information contained herein is accurate and truthful and that the signing of this bid is within the scope of my powers.

(Signature)

(Name)

(Title)

(Date)

Provide the name and contact information for the primary contact from your company for this quotation:

Name: _____ Title: _____

Mailing address (street name/number/city/town/province/state): _____

Tel. no: _____ Fax no: _____

Email address: _____

Offer valid until: _____ (date) Must be at least 30 days

Currency of offer: (state currency) Payment terms 30 days accepted: ☐Are you a UNOPS registered vendor? ☐ Yes ☐ No If yes, provide vendor number: _____

Quotation to be addressed to:

Reference RFQ # **MYA/15/MMOH/RFQ/0033**

UNOPS

Kyaw Myo Aung, Procurement Assistant

12(O) Pyi Thu Street, 7 Mile, Mayangone Township, Yangon, Myanmar

Tel.: + (95) 1 657281-7, Ext.120

E-mail: kyawsanw@unops.org

BIDDERS ARE RESPONSIBLE FOR THE TIMELY DELIVER OF THE QUOTATION.

Quotes are due on Thursday, 4 June 2015



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Denmark
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