**Asian Disaster Preparedness Center**



SM Tower, 24th Floor, 979/69 Paholyothin Road,

Samsen Nai Phayathai, Bangkok 10400, Thailand

**REQUEST FOR QUOTATION (RFQ)**

**ICT Equipment**

|  |  |
| --- | --- |
| To all eligible firms and companies  | DATE: 11 December, 2018 |
| REFERENCE: RFQ No. 002/2018 |

Dear Sir/ Madam,

We kindly request you to submit your quotation for procurement of ICT equipment, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations in password protected PDF format shall be submitted on or before **January 16, 2019** by
e-mail below:

**Email:** **ICT\_submission@adpc.net**

Quotations submitted by email must be limited to a maximum of 10MB, virus-free and no more than 2 email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

The password of the quotations shall be submitted on **January 17-18, 2019** by e-mail below:

**Email:** **ICT\_password@adpc.net**

**Marking of Quotations:** Quotations submitted via email should be marked in the subject of email.

It shall remain your responsibility to ensure that your quotation will reach the email address above on or before the deadline. Quotations that are received by ADPC after the deadline indicated above, for whatever reason, shall not be considered for evaluation. Kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted file.

Please take note of the following requirements and conditions pertaining to the supply of the ICT equipment:

|  |  |
| --- | --- |
| Mode of Delivery and Delivery Address of ICT Equipment | **For the Vendor located in Thailand:**Mode of delivery: **by Land** ICT Equipment to be addressed to:**Asian Disaster Preparedness Center (ADPC)**SM Tower, 24th Floor, 979/69 Paholyothin Road, Samsen Nai, Phayathai, Bangkok, 10400, THAILAND |
| **For the Vendor located in Ethiopia:**Mode of delivery: **by Land**ICT Equipment to be addressed to:**National Disaster Risk Management Commission (NDRMC)**Kirkos sub city, Woreda 9, House No. 635, Bole Olympia area,Addis Ababa, ETHIOPIA |
| **For the Vendor located in other countries:**Mode of delivery: **by Air** (customs clearance to be arranged by NDRMC, Ethiopia)ICT Equipment to be addressed to:**National Disaster Risk Management Commission (NDRMC)**Kirkos sub city, Woreda 9, House No. 635, Bole Olympia area,Addis Ababa, ETHIOPIA |
| Delivery Terms (INCOTERMS 2010) | In case the ICT equipment will be delivered **by air** by the vendor located in countries other than Thailand and Ethiopia, the delivery will be arranged according to the terms Carriage and Insurance Paid To (CIP)[[1]](#footnote-1) |
| Customs clearance, if needed, shall be arranged by: | NDRMC Ethiopia would be responsible for obtaining the customs clearance in Ethiopia and receiving the items |
| Latest Expected Delivery Date and Time *(if delivery time exceeds this, quote may**be rejected by ADPC)* | 15 days from the issuance of the Contract |
| Delivery Schedule | ☒ Required |
| Packing Requirements | International standard for exporting ICT equipment, applicable for multiple type of transportations |
| Mode of Transport |  ☒ AIR | ☒LAND |
| * SEA
 | * OTHER *[pls. specify]*
 |
| PreferredCurrency of Quotation |  ☒ United States Dollars or  ☒ Thai Baht |
| Value Added Tax on Price Quotation | ☒ The VAT will be included in the quotation with separated figures.  |

|  |  |
| --- | --- |
| After-sales services required | ☒ Warranty on Parts and Labor for minimum period of 1 year☒ Technical Support ☒ Provision of Service Unit when pulled out for maintenance/repair |
| Deadline for the Submissionof Quotation | 16 January 2019, 11:59 PM Bangkok time  |
| All documentations, including catalogs, instructions and operating manuals, shall bein this language | ☒ English |
| Documents to be submitted | ☒ Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1;☒ A statement whether any import or export licenses are required in respect of the Equipment to be purchased including any restrictions on the country of origin, use/dual use nature of Equipment or services, including and disposition to end users;☒ Confirmation that licenses of this nature have been obtained in the past and an expectation of obtaining all the necessary licenses should the quotation be selected;☒ Quality Certificates (ISO, etc., if any);☒ Latest Business Registration Certificate; ☒ Company’s profile including the following information: Years of experience in the market for ICT equipment, organizational structure of company/firm, full address, name of Director/Manager, list of major clients and contact details i.e. tel. number/email. Evidence of supply of the system to other Organizations. ☒ The document must include authorization signatory of the company with company logo sealed.  |
| Period of Validity of Quotes starting from the Submission Date | ☒ 60 daysIn exceptional circumstances, ADPC may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation. |
| Partial Quotes | ☒ Permitted |
| Payment Terms | **For the Vendor located in Bangkok:**☒ 100% of ICT Equipment cost upon the delivery and acceptance by ADPC of all items ordered at ADPC in Bangkok, ThailandThe payments will be transferred to vendor’s account 30 days upon receiving invoice from the vendor. |
| **For the Vendor located in Ethiopia:**☒ 40% of ICT Equipment cost upon the delivery and acceptance by NDRMC of all items ordered at NDRMC in Addis Ababa, Ethiopia☒ 60% of ICT Equipment cost upon installation of all items at NDRMC, Addis Ababa, EthiopiaThe payments will be transferred to vendor’s account 30 days upon receiving invoice from the vendor. |
| **For the Vendor located in other countries:**☒ 40% of ICT Equipment cost upon shipping of the equipment to Addis Ababa, Ethiopia☒ 60% of ICT Equipment cost upon the delivery and acceptance by NDRMC of all items ordered at NDRMC in Addis Ababa, EthiopiaThe payments will be transferred to vendor’s account 30 days upon receiving invoice from the vendor. |
| Liquidated Damages | Liquidated Damages for delay of supply would be 0.5% of total amount of Contract for every day of delay, up to a maximum duration of 30 calendar days. Thereafter, the Contract may be terminated by ADPC with notice. |
| Evaluation Criteria | ☒ Technical responsiveness/Full compliance to requirements and lowest price ☒Comprehensiveness of after-sales services☒ Full acceptance of the Contract General Terms and Conditions |
| Type of Contract to be Signed | ☒ Contract |
| Special conditions of Contract | ☒ Cancellation of Contract if the delivery/completion is delayed by 30 days.  |
| Conditions for Release of Payment | ☒ Written Acceptance of ICT equipment based on full compliance with RFQ requirements.  |
| Annexes to this RFQ | ☒ Specifications of the Equipment Required (Annex 1)☒ Form for Submission of Quotation (Annex 2)☒ General Terms and Conditions/Special Conditions (Annex 3).Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process. |
| Contact for Inquiries (Written inquiries only) | **Email:** **ICT\_submission@adpc.net**Any delay in ADPC’s response shall not be used as a reason for extending the deadline for submission, unless ADPC determines that such an extension is necessary and communicates a new deadline tothe Proposers. |

ICT Equipment offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of ADPC requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by ADPC. The unit price shall prevail and the total price shall be corrected. If the Vendor does not accept the final price based on ADPC’s re-computation and correction of errors, its quotation will be rejected.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by ADPC after it has received the quotation. At the time of award of Contract, ADPC reserves the right to vary (increase or decrease) the quantity of services and/or equipment, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the Vendor accepts without question the General Terms and Conditions of ADPC herein attached as Annex 3.

ADPC is not bound to accept any quotation, nor award a Contract, nor be responsible for any costs associated with a Vendor’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that ADPC’s vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Contractor contract in a competitive procurement process. In the event that you believe you have not been fairly treated.

ADPC encourages every prospective Vendor toavoid and prevent conflicts of interest, by disclosing to ADPC if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

ADPC implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against ADPC, as well as third parties involved in ADPC activities.

Thank you and we look forward to receiving your quotation.

Sincerely yours,

Senior Project Manager

December 2018

**Annex 1: Specifications of the Equipment**

Company must complete this technical comparison form and submit together with above price list when submit the quotations.

**List of ICT Equipment**

| **No.** | **Items** | **Quantity** |
| --- | --- | --- |
| 1 | Digital/Infrared Conference System/Board Rooms |   |
| 1.1 | Secretary Unit/Central Unit TS-910 with Infrared Transmitter/Receiver TS-905  | 1 |
| 1.2 | Infrared Chairman unit TS-901 | 1 |
| 1.3 | Infrared Delegate unit TS-902 | 24 |
| 1.4 | Bridge unit TS-919B4 | 1  |
| 1.5 | Bridge Unit TS-919B1 | 1 |
| 1.6 | Expansion unit TS-918 | 1 |
| 1.7 | Half Width Blank Panel (for TS-918) | 1 |
| 1.8 | Battery Charger BC-900 |   |
| 1.9 | Rack Mounting Bracket MB-TS900 (for TS-910) | 1 |
| 1.10 | AC Adapter AD-0910 |   |
| 1.11 | Rack Joint Bracket (for TS-918) | 1 |
| 1.12 | Distributor, YW-1024 (4-branch distributor) | 1 |
| 1.13 | Microphone TS-903 (Standard)/24 -Delegate and 1-Charman | 25 |
| 1.14 | Secretary Unit  | 2 |
| 1.15 | Head Phone  | 2 |
| 1.16 | Wireless Microphone • Unidirectional Dardioid  | 2 |
| 1.17 | TASCAM SS-R250N RECORDER/ Recording/Playback media  | 2 |
| 1.18 | Subwoofer systems  | 1 |
| 1.19 | Speaker Stand  | 1 |
| 1.20 | Two Way • 200 WATTS  | 2 |
| 1.21 | 40 WATTS • Speaker Volume Controller  | 1 |
| 1.22 | Unidirectional Dynamic  | 2 |
| 1.23 | 2-Way Compact PA Wall Speakers • 90 WATTS  | 1 |
| 2 | Video Surveillance IP Camera | 4 |
| 3 | DVR | 2 |
| 4 | Cable and Converters |   |
| 4.1 | USB-C Hub [9-in-1] | 4 |
| 4.2 | HDMI to VGA converter | 3 |
| 4.3 | HDMI to HDMI cable, Size : 30 m | 3 |
| 4.4 | HDMI to VGA cable, Size : 30 m | 3 |
| 4.5 | USB to firewire cable or USB type A to USB type B, Size 30 m | 3 |
| 4.6 | VGA male to male, Long : 30 m | 3 |
| 4.7 | Speakers Cable, Long: 100 ft | 2 |
| 5 | Ceiling Electric Motorized Projector Screen, with ceiling Accessories  | 1 |
| 6 | TV UDH QLED (65”, 4K, SMART) | 1 |
| 7 | Polycom  | 1 |
| 8 | Polycom Soundstation | 1 |

**Technical Specifications**

| **No.** | **Items** | **Quantity** |
| --- | --- | --- |
| **1** | **Digital/Infrared Conference System/ Board Rooms** |   |
| **1.1** | Secretary Unit/Central Unit TS-910 with Infrared Transmitter/Receiver TS-905  | 1 |
|  | 24 V DC |   |
|  | Max. 150 mA |   |
|  | **Power Requirement** AC: 220-240V, 50/60HZ, DC: 24V (2×12V Car Battery) |   |
| **1.2** | Infrared Chairman unit TS-901 | 1 |
|  | 7.4 V DC (battery), 9 V DC (AC adapter) (supplied from BP-900 battery or AD-0910 AC adapter) |   |
|  | **Power Requirement** AC: 220-240V, 50/60HZ, DC: 24V (2×12V Car Battery) |   |
| **1.3** | Infrared Delegate unit TS-902 | 24 |
| Included battery BP-900 and |
| Adapter AD-0910 for 24 units |
|  | 7.4 V DC (battery), 9 V DC (AC adapter) (supplied from BP-900 battery or AD-0910 AC adapter) |   |
|  | **Power Requirement** AC: 220-240V, 50/60HZ, DC: 24V (2×12V Car Battery) |   |
| **1.4** | Bridge unit TS-919B4 | 1  |
|  | 24 V DC (supplied from the optional TS-918 Expansion Unit) |   |
|  | Max. 26 mA |   |
| **1.5** | Bridge Unit TS-919B1 | 1 |
|  | 24 V DC (supplied from the optional TS-918 Expansion Unit) |   |
|  | Max. 16 mA |   |
| **1.6** | Expansion unit TS-918 | 1 |
|  | 100 – 240 V AC, 50/60 Hz (use of the supplied AC adapter) |   |
| **1.7** | Half Width Blank Panel (for TS-918) | 1 |
| **1.8** | Battery Charger BC-900 |   |
|  | 100 – 240 V AC, 50/60 Hz (use of the supplied AC adapter) |   |
| **1.9** | Rack Mounting Bracket MB-TS900 (for TS-910) | 1 |
| **1.10** | AC Adapter AD-0910 |  1 |
|  | 100 – 240 V AC, 50/60 Hz |   |
|  | 9 V DC, 1 A |   |
| **1.11** | Rack Joint Bracket (for TS-918) | 1 |
| **1.12** | Distributor, YW-1024 (4-branch distributor) | 1 |
|  | Input/Output Impedance |   |
| **1.13** | Microphone TS-903 (Standard) /24 -Delegate and 1-Charman/ | 25 |
|  | Electret condenser microphone |   |
|  | Unidirectiona |   |
|  | 1.8 kΩ |   |
|  | Chairman unit: TS-801, TS-811, TS-901, TS-911 Delegate unit: TS-802, TS-812, TS-902, TS-912 |   |
| **1.14** | **Secretary Unit**  | 2 |
|   | **Input** Line, Playback;  |   |
|   | **Output** Line, Record, Headphone with Volume Control;  |   |
|   | **Speaker** Max Input 300mW Impedance 16 |   |
| **1.15** | **Head Phone**  | 2 |
|   | **Max Power** 2000mW;  |   |
|   | **Cable** 1.2m stretchable spring cable |   |
| **1.16** | **Wireless Microphone • Unidirectional Dardioid**  | 2 |
|  | **Output Power** 20mW  |   |
|  | **Power Requirement** 9V Battery  |   |
|  | Current Consumption 40mA **Controls** MUTE/ON switch, Power ON/OFF switch **Indication** Red LED for indicating Low Battery, Green LED for Mic ON **Dimensions** Dia53 (L 250) mm |   |
|  | **Receiving System** Diversity reception  |   |
|  | **Audio Output Balanced** 0-50mV |   |
|  | **Power Requirement** 240V AC 50Hz for AC Adaptor (supplied along with)  |   |
|  | **Controls** Power Switch, HI/LO Switch, Squelch Control, Output Volume Control |   |
|  | **Indications** Red LED for Power, Yellow LEDs for Diversity, Green LED for Audio Peak  |   |
| **1.17** | **TASCAM SS-R250N RECORDER/ Recording/Playback media**  | 2 |
|  | **Recording/Playback media**  |   |
|  | SD:SDHC card (4GB to 32GB), SDXC card (64GB to 128GB) |   |
|  | SD:SDHC card (4GB to 32GB), SDXC card (64GB to 128GB) |   |
|  | USB Flash memory (2GB to 64GB) |   |
|  | CD-R, CD-RW |   |
|  | **File format**  |   |
|  | CD-DA: 44.1kHz, 16bit |   |
|  | MP3: 44.1k/48k Hz, 64k/128k/192k/256k/320k bps |   |
|  | WAV: 44.1k/48k/96k Hz, 16/24 bit |   |
|  | **Number of channels:**  2(stereo), 1(mono) |   |
|  | **Analog Audio inputs**  |   |
|  | **PHONES** |   |
|  | Connector: Standard 6.3mm (1/4") stereo jack |   |
|  | Maximum output: 45mW+45mW(THD+N 0.1% or less, into 32Ω load) |   |
|  | **Power:**  AC 100V to 240V, 50/60Hz |   |
|  | **Included items:** AC power code, RC-10 remote control unit, rack-mounting screw kit, security screw kit, Owner's manual (with warranty) |   |
| **1.18** | **Subwoofer systems**  | 1 |
|   | **Power Supply** AC : 220-240V 50/60Hz  |   |
| **1.19** | **Speaker Stand**  | 1 |
|  | **Height Adjustment** 3½’-6½’ |   |
|  | **Load Capacity** 40.0 kg |   |
| **1.20** | **Two Way • 200 WATTS**  | 2 |
|  | **Input Power** 200W RMS |   |
|  | **Configuration** Two Way |   |
|  | **Frequency Response** 55-20,000Hz |   |
|  | **Low Frequency Speaker** 2 × 12”, Dia 1.5” Voice Coil |   |
|  | **High Frequency Unit** 1 × Piezo Horn Tweeter 3” × 6” |   |
|  | **SPL at (1W/1m)** 100dB |   |
|  | **Max. Rated SPL** 123dB |   |
| **1.21** | **40 WATTS • Speaker Volume Controller**  | 1 |
|   | **Rated Power** 40W |   |
|   | **Input Voltage** 100V |   |
| **1.22** | **Unidirectional Dynamic**  | 2 |
|  | **Frequency Response** 100-10,000Hz |   |
| **1.23** | **2-Way Compact PA Wall Speakers • 90 WATTS**  | 1 |
|   | **Input Power** 90W RMS |   |
|   | **Power Taps** 90W, 90/60/30W |   |
| **2** | **Video Surveillance IP Camera** | **4** |
|   | Outdoor and Indoor |   |
|   | in-ceiling mounts moked dome |   |
|   | Device Type - Network camera - pan / tilt / zoom - outdoor |   |
|   | Optical Sensor Type - EXview HAD CCD - 1/4"sony - 752 x 582 |   |
|   | Digital Zoom 12; Optical Zoom 27 |   |
|   | Camera - Color - Day and Night Automatic - 540 TVL - PAL, CCIR |   |
|   | Interfaces - Ethernet 10Base-T/100Base-TX |   |
|   | Wide dynamic range |   |
|   | Video analytics- Motion detection |   |
|   | Camera Angele Adjustment- 360degree continuous pan rotation |   |
|   | Integrated camera/optics packages with auto focus |   |
|   | H.264, MPEG, and MJPEG video compression |   |
|   | Simultaneous IP and analog video |   |
|   | Power AC 18 - 32 V/ DC 22 - 27 V |   |
| **3** | **DVR** | **2** |
|   | **Features:** |   |
|   | View and Record in Widescreen with Remote Viewing on iPhone, iPad, and Android devices (with included Amcrest Link app) |   |
|   | Pre-Installed 1TB Hard Drive (expandable up to 4 TB) for 6 Days of Continuous Recording at Highest Resolution |   |
|   | Longer Recording Times Up to 30+ Days Available with Use of Motion Detection and/or Lower Resolution Settings |   |
|   | Supports Long Distance Signal Transmission up to 984ft |   |
|   | Intelligent Video Footage Search and Playback |   |
|   | USB Backup Feature for Peace of Mind |   |
|   | **Includes:** |   |
|   | 1x 960H 8-Channel DVR |   |
|   | 1x 1TB Hard Drive |   |
|   | 12V 4 CH Power Supply (Black) |   |
|   | User Manual and Quick Start Guide |   |
| **4** | **Cable and Converters** |  |
| **4.1** | **USB-C Hub** [9-in-1] | **4** |
|   | 1 x **HDMI** output port: 4K UHD (3840x2160@30Hz) or 2K/1080p/720p/480p/360p  |   |
|   | 1 x **Gigabit Ethernet port** (RJ-45 port): support 10/100/1000Mbps (base-T) LAN |   |
|   | 3 x **USB 3.0 port:** up to 5Gbps data transfer  |   |
|   | 1 x **USB-C charging port:** up to 20V/3A of power delivery (Only for laptop charging)  |   |
|   | 1 x **SD** card slo |   |
|   | 1 x **MICRO SD** card slot, maximum data transfer rate 5Gbps  |   |
|   | 1 x **Audio/Mic** 2 in 1 Jack, CTIA international standard |   |
|   | System requirements:  |   |
|   | laptop with an available USB-C port |   |
|   | Windows 7/8/8.1/10, macOS X V10.0 or above operating systems |   |
|   | Plug and play: yes |   |
| **4.2** | **HDMI to VGA converter** | 3 |
| **4.3** | **HDMI to HDMI cable, Size: 30 m** | 3 |
| **4.4** | **HDMI to VGA cable, Size: 30 m** | 3 |
| **4.5** | **USB to firewire cable or USB type A to USB type B, Size 30 m** | 3 |
| **4.6** | **VGA male to male, Long: 30 m** | 3 |
| **4.7** | **Speakers Cable, Long: 100 ft** | 2 |
| **5** | **Ceiling Electric Motorized Projector Screen, with ceiling Accessories**  | **1** |
|   | Electric Motorized Auto Projector Projection Screen With Remote Control Diagonal 120 Inch/3.04m |   |
|   | Operation: automatic wall switch or remote control |   |
|   | Dual wall and ceiling installation design |   |
|   | Size: 4:3; Diagonal: 120"; Viewing area offers 80" |   |
|   | x 60"(w x h); High contrast: 1.3 gain |   |
|   | Aspect ratio: 4:3 screen format |   |
|   | Viewing angle: 160 degree |   |
|   | Screen fabric: Matte white |   |
|   | 4-side black **masking borders** |   |
|   | **Black-backed screen material** eliminates light penetration |   |
|   | Prewired power cord with integrated switch to regulate drop/rise settings |   |
|   | Radio frequency **remote control** for distant control |   |
|   | **Motor** allows silent operation  |   |
|   | Screen surface can be wiped with mild soap or water to keep clean |   |
|   | Case with heavy-duty roller and reliable spring inside |   |
|   | **Remote control** 2 x 23A 12V battery (Included) |   |
|   | Package inside the box: User Guide, remote control with battery, 120" Electric Auto Projector Screen |   |
| **6** | **TV UDH QLED (65”, 4K, SMART)** | **1** |
|   | **Screen Size:** 65 in |   |
|   | **Display Type:** QLED**; Refresh Rate:** 240 hertz**; Resolution**: 4K UHD |   |
|   | **Color:** Q | 4K Color Drive Elite; **HDR:**  Q | 4K HDR Elite+ with Infinite Array  |   |
|   | **Black Level:**  Q | Elite Black+ with Infinite Array |   |
|   | **Connectivity Technology:** Built-in Wi-Fi |   |
|   | **Viewing Angle:** Every View |   |
|   | **Motion Rate:** MR 240 |   |
|   | **Design:** Boundless 360° |   |
|   | **Flat:** yes |   |
|   | **Total HDMI Ports:** 4 |   |
|   | **No Gap Wall Mount Compatible:** Hang flat TV snug to the wall with No Gap Wall Mount |   |
|   | **Invisible Connection:** streamlines connections to the TV and other devices |   |
|   | **Smart Remote:** ✓ |   |
|   | **One Connect Box:** ✓ connector 5 meters |   |
|   | **2 power cables** 1x T V and 1x HDMI etc cables plug in box. |   |
| **7** | **Polycom**  | **1** |
|  | Video Standards & Protocols: H.264 |   |
|  | People Video Resolution: 720p, 30fps at 832 Kbps–4Mbps |   |
|  | Network: Interfaces- 10/100/1000 auto NIC, RJ45 connector- RJ11 analog phone connector |   |
|  | Options: EagleEye™ HD Camera- 1280 x 720p CCD imager- 12X optical zoom |   |
|  | HDX Microphone Array or Ceiling Microphone Array |   |
|  | SoundStructure™ integration w/SoundStation® IP 7000 conference phone |   |
|  | Polycom Executive Collection (Dual 50" HD Displays, audio system and ergonomi­cally designed furniture) |   |
|  | Electrical: • Auto sensing power supply, Typical operating voltage/power 230V @ 60 Hz @ .66 PF |   |
| **8** | **Polycom Soundstation** | **1** |
|  | External universal AC power supply: 100–240 V, 24 V, 0.5 A, 2.5 mm DC plug. **Display:**  Size (W x H): 248 x 68 pixels, White LED backlight with custom, On-hook/Off-hook, conference, redial, mute, volume up/down, menu, 5-way |  |
| **Audio features:** 3 cardioid microphones: 200–7000 Hz, Loudspeaker frequency response: 220–7000 Hz, 10 ft (3 m) microphone pickup, Volume: Adjustable to 86 dB at 0.5 meter, peak volume, Individual volume settings with visual, Voice activity detection, Comfort noise fill |
| **call waiting:** Advanced Local three-way conferencing, (conference, join, split, hold, resume) |
| **Other features:**  Automated failover (SIP to PSTN), User-configurable, contact directory, Multilingual user interface encompassing, Called, connected party information |
| **Interfaces:** Ethernet 10/100 Base-T, Two-wire RJ-11 analog PBX or |
| **Network and provisioning:**  IP Address Configuration, DHCP and Static IP, FTP/TFTP/FTPS/HTTP/HTTPS server based, Configuration import/export, includes all accessories i.e. (connectors, cables..) |

## Annex 2: Price Schedule

* + The vendor shall provide price schedule, ADPC will award the contract to only one vendor who found substantial responsiveness and the lowest evaluated bid.
	+ Vendor needs to provide detail of their offer including **Estimated weight/volume/dimension of the Consignment in TABLE 2: Offer to Comply with Other Conditions and Related Requirements**

**FORM FOR SUBMITTING VENDOR’S QUOTATION1**

***(This Form must be submitted only using the Vendor’s Official Letterhead/Stationery2)***

We, the undersigned, hereby accept in full the ADPC General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of ADPC as per RFQ Reference No. RFQ No. 001/2018:

**TABLE 1: Offer to Supply Equipment Compliant with Technical Specifications and Requirements**

| **No.** | **Items** | **Quantity** | **Latest Delivery Date** | **Unit Price** | **Total Price per Item** |
| --- | --- | --- | --- | --- | --- |
| 1 | Digital/Infrared Conference System/Board Rooms |   |  |  |  |
| 1.1 | Secretary Unit/Central Unit TS-910 with Infrared Transmitter/Receiver TS-905  | 1 |  |  |  |
| 1.2 | Infrared Chairman unit TS-901 | 1 |  |  |  |
| 1.3 | Infrared Delegate unit TS-902 | 24 |  |  |  |
| 1.4 | Bridge unit TS-919B4 | 1  |  |  |  |
| 1.5 | Bridge Unit TS-919B1 | 1 |  |  |  |
| 1.6 | Expansion unit TS-918 | 1 |  |  |  |
| 1.7 | Half Width Blank Panel (for TS-918) | 1 |  |  |  |
| 1.8 | Battery Charger BC-900 |   |  |  |  |
| 1.9 | Rack Mounting Bracket MB-TS900 (for TS-910) | 1 |  |  |  |
| 1.10 | AC Adapter AD-0910 |   |  |  |  |
| 1.11 | Rack Joint Bracket (for TS-918) | 1 |  |  |  |
| 1.12 | Distributor, YW-1024 (4-branch distributor) | 1 |  |  |  |
| 1.13 | Microphone TS-903 (Standard)/24 -Delegate and 1-Charman | 25 |  |  |  |
| 1.14 | Secretary Unit  | 2 |  |  |  |
| 1.15 | Head Phone  | 2 |  |  |  |
| 1.16 | Wireless Microphone • Unidirectional Dardioid  | 2 |  |  |  |
| 1.17 | TASCAM SS-R250N RECORDER/ Recording/Playback media  | 2 |  |  |  |
| 1.18 | Subwoofer systems  | 1 |  |  |  |
| 1.19 | Speaker Stand  | 1 |  |  |  |
| 1.20 | Two Way • 200 WATTS  | 2 |  |  |  |
| 1.21 | 40 WATTS • Speaker Volume Controller  | 1 |  |  |  |
| 1.22 | Unidirectional Dynamic  | 2 |  |  |  |
| 1.23 | 2-Way Compact PA Wall Speakers • 90 WATTS  | 1 |  |  |  |
| 2 | Video Surveillance IP Camera | 4 |  |  |  |
| 3 | DVR | 2 |  |  |  |
| 4 | Cable and Converters |   |  |  |  |
| 4.1 | USB-C Hub [9-in-1] | 4 |  |  |  |
| 4.2 | HDMI to VGA converter | 3 |  |  |  |
| 4.3 | HDMI to HDMI cable, Size : 30 m | 3 |  |  |  |
| 4.4 | HDMI to VGA cable, Size : 30 m | 3 |  |  |  |
| 4.5 | USB to firewire cable or USB type A to USB type B, Size 30 m | 3 |  |  |  |
| 4.6 | VGA male to male, Long : 30 m | 3 |  |  |  |
| 4.7 | Speakers Cable, Long: 100 ft | 2 |  |  |  |
| 5 | Ceiling Electric Motorized Projector Screen, with ceiling Accessories  | 1 |  |  |  |
| 6 | TV UDH QLED (65”, 4K, SMART) | 1 |  |  |  |
| 7 | Polycom  | 1 |  |  |  |
| 8 | Polycom Soundstation | 1 |  |  |  |
|  | **Total Prices of Equipment**  |  |  |  |  |
|  | Add: Cost of Transportation delivery to Bangkok  |  |  |  |  |
|  | Add: Cost of Transportation delivery to Addis Ababa |  |  |  |  |
|  | Add: Cost of Insurance  |  |  |  |  |
|  | **Total Final and All-Inclusive Price Quotation** |  |

**TABLE 2: Offer to Comply with Other Conditions and Related Requirements**

|  |  |
| --- | --- |
| **Other Information pertaining to our Quotation are as follows :** | **Your Responses** |
| ***Yes, we will comply*** | ***No, we cannot comply*** | ***If you cannot comply,******pls. indicate counter proposal*** |
| Delivery Lead Time |  |  |  |
| **Estimated weight/volume/dimension of the Consignment:** |  |  |  |
| Country/ies of Origin3: |  |  |  |
| Warranty and After-Sales Requirements |  |  |  |
| a) Training on Operations andMaintenance |  |  |  |
| b) Minimum one (1) year warranty onboth parts and labor |  |  |  |
| c) Service Unit to be Provided whenthe Purchased Unit is Under Repair |  |  |  |
| d) Brand new replacement ifPurchased Unit is beyond repair |  |  |  |
| e) Others |  |  |  |
| Validity of Quotation |  |  |  |
| All Provisions of the ADPC General Termsand Conditions |  |  |  |
| Other requirements *[pls. specify]* |  |  |  |

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

### [Name and Signature of the Vendor’s Authorized Person] [Designation]

*[Date]*

*1 This serves as a guide to the Vendor in preparing the quotation and price schedule.*

*2 Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purpose*

*3 If the country of origin requires Export License for the Equipment being procured, or other relevant documents that the country of destination may require, the vendor must submit them to ADPC if awarded the PO/contract.*

# Annex 3: General Terms and Conditions

#### ACCEPTANCE OF THE CONTRACT

This Contract may only be accepted by the Vendor's signing and returning an acknowledgement copy of it or by timely delivery of the Equipment in accordance with the terms of this Contract, as herein specified. Acceptance of this Contract shall effect a contract between the Parties under which the rights and obligations of the Parties shall be governed solely by the terms and conditions of this Contract, including these General Conditions. No additional or inconsistent provisions proposed by the Vendor shall bind ADPC unless agreed to in writing by a duly authorized official of ADPC.

#### PAYMENT

* 1. ADPC shall, on fulfillment of the Delivery Terms, unless otherwise provided in this Contract, make payment within 30 days of receipt of the Vendor's invoice for the equipment and copies of the shipping documents specified in this Contract.
	2. Payment against the invoice referred to above will reflect any discount shown under the payment terms of this Contract, provided payment is made within the period required by such payment terms.
	3. Unless authorized by ADPC, the Vendor shall submit one invoice in respect of this Contract, and such invoice must indicate the Contract's identification number.
	4. The prices shown in this Contract may not be increased except by express written agreement of ADPC.

#### TAX EXEMPTION

* 1. In the event any governmental authority refuses to recognize exemption from such taxes, duties or charges, the Vendor shall immediately consult with ADPC to determine a mutually acceptable procedure.
	2. Accordingly, the Vendor authorizes ADPC to deduct from the Vendor's invoice any amount representing such taxes, duties or charges, unless the Vendor has consulted with ADPC before the payment thereof and ADPC has, in each instance, specifically authorized the Vendor to pay such taxes, duties or charges under protest. In that event, the Vendor shall provide ADPC with written evidence that payment of such taxes, duties or charges has been made and appropriately authorized.

#### RISK OF LOSS

Risk of loss, damage to or destruction of the Equipment shall be governed in accordance with Incoterms 2010, unless otherwise agreed upon by the Parties on the front side of this Contract.

#### EXPORT LICENCES

For this Contract, the Vendor shall obtain any export licenses required for the equipment.

#### FITNESS OF EQUIPMENT/PACKAGING

The Vendor warrants that the Equipment, including packaging, conform to the specifications for the Equipment ordered under this Contract and are fit for the purposes for which such Equipment are ordinarily used and for purposes expressly made known to the Vendor by ADPC, and are free from defects in workmanship and materials. The Vendor also warrants that the equipment is contained or packaged adequately to protect the equipment.

#### INSPECTION

* 1. ADPC shall have a reasonable time before and after delivery of the equipment to inspect them and to reject and refuse acceptance of equipment not conforming to this Contract; payment for equipment pursuant to this Contract shall not be deemed an acceptance of the equipment.
	2. Inspection prior to shipment does not relieve the Vendor from any of its contractual obligations.

#### INTELLECTUAL PROPERTY INFRINGEMENT

The Vendor warrants that the use or supply by ADPC of the equipment sold under this Contract does not infringe any patent, design, trade-name or trade-mark. In addition, the Vendor shall, pursuant to this warranty, indemnify, defend and hold ADPC harmless from any actions or claims brought against ADPC pertaining to the alleged infringement of a patent, design, trade-name or trade-mark arising in connection with the equipment sold under this Contract.

#### RIGHTS OF ADPC

In case of failure by the Vendor to fulfil its obligations under the terms and conditions of this Contract, including but not limited to failure to obtain necessary export licenses, or to make delivery of all or part of the Equipment by the agreed delivery date or dates, ADPC may, after giving the Vendor reasonable notice to perform and without prejudice to any other rights or remedies, exercise one or more of the following rights:

* 1. Procure all or part of the equipment from other sources, in which event ADPC may hold the Vendor responsible for any excess cost occasioned thereby.
	2. Refuse to accept delivery of all or part of the equipment.
	3. Cancel this Contract without any liability for termination charges or any other liability of any kind of ADPC.

#### LATE DELIVERY

Without limiting any other rights or obligations of the parties hereunder, if the Vendor will be unable to deliver the equipment by the delivery date(s) stipulated in this Contract, the Vendor shall (i) immediately consult with ADPC to determine the most expeditious means for delivering the equipment and (ii) use an expedited means of delivery, at the Vendor's cost (unless the delay is due to Force Majeure), if reasonably so requested by ADPC.

#### ASSIGNMENT AND INSOLVENCY

* 1. The Vendor shall not, except after obtaining the written consent of ADPC, assign, transfer, pledge or make other disposition of this Contract, or any part thereof, or any of the Vendor's rights or obligations under this Contract.
	2. Should the Vendor become insolvent or should control of the Vendor change by virtue of insolvency, ADPC may, without prejudice to any other rights or remedies, immediately terminate this Contract by giving the Vendor written notice of termination.

#### USE OF ADPC NAME OR EMBLEM

The Vendor shall not use the name, emblem or official seal of ADPC for any purpose.

#### PROHIBITION ON ADVERTISING

The Vendor shall not advertise or otherwise make public that it is furnishing Equipment or services to ADPC without specific permission of ADPC in each instance.

#### CHILD LABOUR

The Vendor represents and warrants that neither it nor any of its affiliates is engaged in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child that requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development.

Any breach of this representation and warranty shall entitle ADPC to terminate this Contract immediately upon notice to the Vendor, without any liability for termination charges or any other liability of any kind of ADPC.

#### SETTLEMENT OF DISPUTES

* 1. **Amicable Settlement. T**he Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of, or relating to this Contractor the breach, termination or invalidity thereof. Where the Parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with the ADPC Conciliation Rules then obtaining, or according to such other procedure as may be agreed between the Parties.
	2. **Arbitration.** Unless, any such dispute, controversy or claim between the Parties arising out

of or relating to this Contractor the breach, termination or invalidity thereof is settled amicably under the preceding paragraph of this Section within sixty (60) days after receipt by one Party of the other Party's request for such amicable settlement, such dispute, controversy or claim shall be referred by either Party to arbitration in accordance with the Arbitration Rules of the Thai Arbitration Institute, Office of the Judiciary applicable at the time of submission of the dispute to arbitration and the conduct of the arbitration thereof shall be under the auspices of the Thai Arbitration Institute.    The arbitral tribunal shall consist of three arbitrators. The seat of arbitration is Bangkok, Thailand. The arbitral tribunal shall have no authority to award punitive damages. The Parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute.

#### 16. OFFICIALS NOT TO BENEFIT:

The Contractor warrants that no official of ADPC and NDRMC has received or will be offered by the Contractor any direct or indirect benefit arising from this Contract or the award thereof. The Contractor agrees that breach of this provision is a breach of an essential term of this Contract.

#### 17. AUTHORITY TO MODIFY:

Pursuant to the Financial Regulations and Rules of ADPC, only the ADPC Authorized Official possess the authority to agree on behalf of ADPC to any modification of or change in this Contract, to a waiver of any of its provisions or to any additional contractual relationship of any kind with the Contractor. Accordingly, no modification or change in this Contract shall be valid and enforceable against ADPC unless provided by an amendment to this Contract signed by the Contractor and jointly by the ADPC Authorized Official.

1. “Carriage and Insurance Paid to” according to Incoterms® rules 2010. Source: <https://iccwbo.org/resources-for-business/incoterms-rules/incoterms-rules-2010/> [↑](#footnote-ref-1)