

## **REQUEST FOR PROPOSAL (RFP)**



## **Supply of Desktop Computers, Laptops and Multifunction Printers**

# Tender No. MR 194/2017 - Supply of Desktop Computers, Laptops and Multifunction Printers

## 1. Purpose and Description of Project

The Fiji Electricity Authority (FEA) is seeking information and proposals for supply of Desktop Computers with Monitors, Laptops, Printer and Multi-Function Printers.

The solution must comply with Technical Requirements and the Specification in section 6 and 7. Bids from interested parties must include the following information;

1. A brief description and history of the company.
2. A description of the support staff that would be dedicated to provide after sales support.
3. A list of existing customers, including references whom we may contact.

## 2. Eligibility Criteria/Pre-qualification of the Bidder

The supplier should be an authorized distributor or reseller and also service provider for the above mentioned systems.

## 3. Evaluation criteria of the qualified Bidders:

Description	Weight
1. Compliance to Requirements Checklist	35 %
2. Proven ability of vendor to supply the requirements	15 %
3. Experience in providing post-installation support to a pre-arranged degree of Satisfaction Level/s.	10 %
4. Cost	40 %

## 4. Solution Requirements

All proposals submitted must comply with the General & Technical Requirements.

### a. General Requirements

Bidders are requested to ensure their proposed solutions cover the following and are encouraged to Propose a solution they feel that would better meet FEA's needs;

1. Desktop Computers
2. Laptops
3. Multi-Function Printer

### b. Technical Requirements

Tabulated below are the reference Functional Requirements of components.

**The proposal must include all necessary accessories including power and display cables.**

Index	Product	Model	
1	Desktop Computers Including Monitors	i3	
2	Desktop Computers Including Monitors	i5	
3	Desktop Computers Including Monitors	i7	
4	Laptop	i3	
5	Laptop	i5	
6	Laptop	i7	
7	Laptop With SSD Hard-Drive	i5	
8	Laptop With SSD Hard-Drive	i7	
9	N-Computing	L300	
10	N-Computing	L350	
11	Coloured Multi-Function Printer A3 & A4		
12	Multi-Function Printer A4 (B & W)		

### 5. Product Support

Three or five (3 or 5) years Warranty & Support should be available for all hardware quoted.

### 6. Specification (i)

<b>Multi-Function Printer Coloured A3 &amp; A4</b>	
Functions	Print, copy, scan, fax,
First page out (ready) black	As fast as 5.4 sec
First page out (ready) colour	As fast as 9.8 sec
Resolution (black)	600 x 600 dpi, Up to 38,400 x 600 enhanced dpi
Monthly duty cycle	Up to 60,000 pages
Recommended monthly page volume	1000 to 4,000
Print Technology	Laser
<b>Multi-Function Printer Black And White A4</b>	
Functions	Print, copy, scan, fax,
First page out (ready) black	As fast as 5.4 sec
Resolution (black)	600 x 600 dpi, Up to 38,400 x 600 enhanced dpi
Monthly duty cycle	Up to 80,000 pages
Recommended monthly page volume	1000 to 3,000
Print Technology	Laser

### 6. Specification (ii)

<b>Desktop Computers</b>					
<b>Processor</b>	<b>Operating System</b>	<b>Monitor</b>	<b>Memory</b>	<b>Hard-Drive</b>	<b>Ports</b>
7th Generation Intel® Core™ i3-7100 processor (3MB Cache, up to 3.00 GHz)	Windows 10 Pro 64-bit English	19 Inch Preferred Or Better	8GB DDR4 2400 MHz (4GBx2) or (8GBx1)	500GB	<b>Rear :</b> 4 USB, 1 VGA, 1 HDMI, 1 Network, 1 Line in/out M/Phone, 1 Network <b>Front:</b> 2 USB 3.0 Audio Combo Jack
7th Generation Intel® Core™ i5-7400 processor (3MB Cache, up to 3.50 GHz)	Windows 10 Pro 64-bit English	19 Inch Preferred Or Better	8GB DDR4 2400 MHz (4GBx2) or (8GBx1)	1000GB	<b>Rear :</b> 4 USB, 1 VGA, 1 HDMI, 1 Network, 1 Line in/out M/Phone, 1 Network <b>Front:</b> 2 USB 3.0 Audio Combo Jack
7th Generation Intel® Core™ i7-7400 processor (3MB Cache, up to 3.90 GHz)	Windows 10 Pro 64-bit English	19 Inch Preferred Or Better	8GB DDR4 2400 MHz (4GBx2) or (8GBx1)	1000GB	<b>Rear :</b> 4 USB, 1 VGA, 1 HDMI, 1 Network, 1 Line in/out M/Phone, 1 Network <b>Front:</b> 2 USB 3.0 Audio Combo Jack

**6. Specification (iii)**

<b>Laptops</b>					
<b>Processor</b>	<b>Operating System</b>	<b>Monitor</b>	<b>Memory</b>	<b>Hard-Drive</b>	<b>Ports</b>
6th Generation Intel® Core™ i3-6006U Processor (3M Cache, up to 2.60 GHz)	Windows 10 Pro 64-bit English Downloadable to Windows 7	15.6-inch HD (1366x768) Anti-Glare LED-Backlit Display	8GB Single Channel DDR4 2400MHz (8GB x1)	500GB	1 VGA, 1 HDMI, Network, 2 USB 3.0 and 2 USB 2.0
7th Generation Intel® Core™ i5-7200U Processor (3M Cache, up to 3.0 GHz)	Windows 10 Pro 64-bit English.	15.6-inch HD (1366x768) Anti-Glare LED-Backlit Display	8GB Single Channel DDR4 2400MHz (8GBx1)	1000GB	1 VGA, 1 HDMI, Network, 2 USB 3.0 and 2 USB 2.0
7th Generation Intel® Core™ i7-7400U Processor (3M Cache, up to 3.2 GHz)	Windows 10 Pro 64-bit English.	15.6-inch HD (1366x768) Anti-Glare LED-Backlit Display	8GB Single Channel DDR4 2400MHz (8GBx1)	1000GB	1 VGA, 1 HDMI, Network, 2 USB 3.0 and 2 USB 2.0
<b>Laptop With SSD Hard-Drive</b>					
7th Generation Intel® Core™ i5-7200U Processor (3M Cache, up to 3.0 GHz)	Windows 10 Pro 64-bit English.	15.6-inch HD (1366x768) Anti-Glare LED-Backlit Display	8GB Single Channel DDR4 2400MHz (8GB x 1)	256GB SSD	1 VGA, 1 HDMI, Network, 2 USB 3.0 and 2 USB 2.0
7th Generation Intel® Core™ i7-7400U Processor (3M Cache, up to 3.0 GHz)	Windows 10 Pro 64-bit English.	15.6-inch HD (1366x768) Anti-Glare LED-Backlit Display	8GB Single Channel DDR4 2400MHz (8GBx1)	512GB SSD or 1000GB	1 VGA, 1 HDMI, 1 Network, 2 USB 3.0 and 2 USB 2.0

**6. Specification (iv)**

<b>N-Computing</b>		
<b>FEATURE</b>	<b>L300</b>	<b>L350</b>
Full Screen Video	✓	✓
High availability login	✓	✓
Rapid Deployment Tools	✓	✓
24-bit colour depth	✓	✓
Microphone port	✓	✓
Maximum display resolution	1920 x 1080	1920 x 1200
Video port	VGA	DVI-D
Maximum Users per host*	100	100
Speaker output	✓	✓
Mounting bracket	✓	✓
Low power (3-5W)	✓	✓
USB peripheral support	USB 2.0	USB 2.0
Keyboard & Mouse Ports	USB 1.1	USB 2.0

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## 7. Delivery

The selected supplier shall deliver all required hardware and software to the FEA Head Office, located at 2 Marlow Street, Suva. Please specify the delivery period in the bid.

## 8. Bidder Submittals

Please indicate on your submittal if you meet all the requirements and guidelines specified in this document. Your submittals should include the following as a minimum:

- Proposal for Supplies Products and/or Services
- Business Certifications
- Hard copies via manual tender box
- Soft copies via electronic tender box (Tender Link)

The Proposal for Supplies or Services must clearly itemize all costs.

## 9. Submission of Tenders

Tenders must be lodged before and no later than **4:00pm, on Wednesday 16<sup>th</sup> August, 2017.**

## 10. Amendment of RFP

The FEA may, at its sole and absolute discretion, vary, add to, or amend the terms of this RFP, including the nature and/or scope of the products and/or services required under this RFP; and any other subject matter to which this RFP relates.

## 11. Cancellation/Termination of RFP

The FEA may, at its sole and absolute discretion, cancel, suspend, terminate or abandon part or the whole of this RFP, at any time prior to the execution of a formal written agreement without any liability.

## 12. Due date for Tenders

Tenders received after the closing date of **Wednesday, 16<sup>th</sup> August, 2017** will not be considered.

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### Schedule A - Bidder Details

The Bidder shall provide all the necessary information specified in the tables below:

General			
<b>The registered name of the Bidder:</b>			
<b>Business address for correspondence:</b> <i>(Location, Street , Locality City, Pin Code, Country, Telephone, Facsimile, Email Other)</i>			
<b>Contact name of the Authorized Person:</b>			
<b>Contact's position:</b> <i>Contact addresses if different from above</i> <i>Locality City, Pin Code</i> <i>Location, Street, Country, Telephone, Facsimile, Email, Web address</i>			
<b>Business structure:</b>			
Financial standing			
(Information designed to give client confidence in the financial competence of the BIDDER.) Audited financial accounts for past three years shall be included in appendix.			
Total current employees :			
Sales Turnover	<b>2014</b>	<b>2015</b>	<b>2016</b>
Net profit before tax	<b>2014</b>	<b>2015</b>	<b>2016</b>
Company Profile(s)			
<b>Reference Sites</b> (Use separate schedule formats for this response) [Details of at least two similar Projects in the last 5 years (including contact details) which will demonstrate the Bidder ability to carry out the functions for this project in a timely and professional manner.]			
Designated Staff	Name	Position	Project Designation



**Schedule B - Customer Details of the Bidder**

Details to be submitted by the Bidders about their past experience with successful customers/sites/organizations:

<b>Experience of similar implementation</b>
<b>Project Name:</b>
<b>Project Location:</b>
<b>Client Name:</b>
<b>Client address:</b>
<b>Client contact/reference person(s):</b> <i>Name</i> <i>Address – if different from above</i> <i>Telephone</i> <i>Facsimile</i>
<b>Mobile Phone</b>
<b>Email address</b>
<b>Man-months effort:</b>
<b>Name of senior project staff:</b> <i>Project Director</i> <i>Project Manager</i> <i>Other</i>
<b>Nature of the Project:</b>
<b>Role of the company, whether complete end-to-end involvement or for a particular module:</b>

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### **Submission of Tender**

**Two (2) hard copies** of the tender bids in sealed envelope shall be deposited in the tender box located at the Supply Chain Office at the FEA Head Office, 2 Marlow Street, Suva, Fiji.

**Courier charges for delivery of Tender Document must be paid by the bidders.**

**This tender closes at 4:00 p.m. (16.00hrs Fiji time) on Wednesday 16<sup>th</sup> August, 2017.**

Each tender shall be sealed in an envelope with:

The envelope bearing only the following marking:

**TENDER No. MR 194/2017 – Supply of Desktop Computers, Laptops and Multifunction Printers**

The Secretary, Tender Committee  
Fiji Electricity Authority  
Supply Chain Office  
Private Mail Bag, Suva

**It must also indicate the name and address of the tenderer on the reverse of the envelope.**

**All late tenders, unmarked Envelopes and envelopes without bidder's name and address on the reverse on the envelope will be returned to the Tenderers unopened. (Bids via e-mail or fax will not be considered).**

**The bidders must ensure that their bid is inclusive of all Taxes payable under Fiji Income Tax Act and must have the most current Tax Compliance Certificate.**

For further information or clarification please contact our Supply Chain Office on phone (+679) 3224360 or (+679) 9991587.

**Bidders are requested to submit a:**

- Valid Tax Compliance Certificate
- FNPF Compliance Certificate