#### African Union

### **Request for Quotations**

**SUPPLY AND DELIVERY OF ICT AND FURNITURE TO**

**BAIDOA AIRPORT POLICE STATION**

**JOWHAR AIRFIELD POLICE STATION**

**KISMAYO SEAPORT POLICE STATION**

To: MANAGER

 Date: 2nd June 2024

The African Union Mission in Somalia invites you to submit your quotation for the services described herein. Partial Quotations may be rejected, and the Purchaser reserves the right to award a contract for selected items only. Any resulting order shall be subject to the General Conditions of Contract for Purchase Orders (attached) except where modified by this Request for Quotations (RFQ).

**Section A: Request for Quotation:**

1. Description of the services: SUPPLY AND DELIVERY OF ICT AND FURNITURE TO POLICE STATIONS IN BAIDOA, JOWHAR & KISMAYO
2. Currency of Quotation: **USD**
3. Quotations should be based on:

 Quotations should be based on for companies supplying from within the Country specified for delivery– insured and delivered to **POLICE STATIONS IN BAIDOA, JOWHAR & KISMAYO – Somalia or** for companies supplying from outside the Country specified for delivery; DDP to POLICE STATIONS IN BAIDOA, JOWHAR & KISMAYO **SOMALIA.**

1. The delivery period required is 14 days from date of order/Contract Award.
2. Quotations must be valid for 90 Days from the **RETURN BY DATE** given below.
3. The warranty/guarantee offered shall be a minimum of 12 (Twelve) months where applicable.
4. Quotations and supporting documents as specified in Section B must be marked with the Procurement Number above and indicate your acceptance of the terms and conditions.
5. Quotations must be received, in sealed envelopes strictly not later than: **16th June 2024 at 15:00 Hrs.**
6. Quotations (including Samples) returned in hard copies strictly to **the CIMIC Officer at Airport Gate or T Junction MIA** **Somalia. Ensure to attach the following documents to your quotation: -**
* Company Registration Certificates in Somalia
* Tax Payment/Compliance Certificate from Ministry of Finance
* Memorandum of Association showing shareholders of the company
* Bank Account Statement for 2024
* Company profile.
* Evidence of having performed similar contracts (Email and Phone References to be provided)
* **Detailed Catalogues for ALL items.**
1. The attached Schedule of Requirements at Section C and Technical Data at Section D detail the items to be purchased. You are requested to quote your delivered price for these items by completing and returning Sections B, C and D in a sealed envelope stated above marked with your name and the Procurement Number.
2. Quotations that are responsive, qualified, and technically compliant will be ranked according to price. Award of Contract will be made to the lowest priced quotation by the issue of a Purchase Order.
3. Payments will be made in accordance with any resulting order within thirty (30) days of receipt of an invoice supported by a delivery receipt or dispatch documentation, and subject to issue of a satisfactory inspection report.

Signed: ………………………………… Name………………………………………

Title/Position: …………………………………

For and on behalf of the Purchaser

Your quotation is to be returned on this Form by completing and returning Sections B, C and D including any other information/certification required within this RFQ.

**Section B: Quotation Details**

1. Currency of Quotation: ………….

Delivery period offered: ………… days/weeks/months from date of Purchase Order.

1. The validity period of this Quotation is: …… days from the **RETURN BY DATE**.
2. Warranty period (where applicable): ……………………... Months.
3. We enclose the following document(s) as required by the Purchaser:

…………………………………….

…………………………………….

……………………………………

1. We confirm that our quotation is subject to the African Union General Conditions of Contract for Purchase Orders and is based on the terms and conditions stated in your Request for Quotations referenced above.
2. We confirm that the prices quoted are fixed for the duration of the validity period and will not be subject to revision or variation.

**Authorised By:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Authorised for and on behalf of: |  |  |
| Company: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Registered Address: ………………………………………………………………………………………….

……………………………………………………………………………………….…

…………………………………………………………………………………….........

**If any additional documentation is attached, a signature and authorisation at Sections B, C and D is still required as confirmation that the terms and conditions of this RFQ prevail over any attachments. If the Quotation is not authorised in Sections B, C and D the quotation may be rejected.**

**Section C: Schedule of Requirements (to be priced by Bidder)**

**PRICE LIST FOR THE SUPPLY AND DELIVERY OF JOWHAR AIRFIELD POLICE STATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BILL NO.** | **DETAILED DESCRIPTION**  | **UNIT** | **QTY** | **Unit Cost USD**  | **Amount USD**  |
| 1 | Executive wooden Desk with three drawers, size 1.6m Length | pcs | 1 |   |   |
| 1.1 | Writing wooden desks | pcs | 2 |   |   |
| 1.3 | Clerical mesh Office seat, color- Black | pcs | 2 |   |   |
| 1.4 | Cantilever mesh adjustable waiting office seat  | pcs | 6 |   |   |
| 1.5 | Metallic Filing Office 4 drawer Cabinets, color- ash | pcs | 2 |   |   |
| 1.6 | 34 inches 4k all in one computer, intel core i5, i7 and i9 CPU (HP or Equivalent) | pcs | 1 |   |   |
| 1.7 | Split Air- conditioners - 12000BTU (Haier Brand or Equivalent) - Indoor and Outdoor unit | pcs | 2 |   |   |
| 1.8 | Ceiling Fan - 36 inches (Haier Brand or Equivalent) | pcs | 3 |   |   |
| 1.9 | Ergonomic height Adjustable Chairs | pcs | 2 |   |   |
| 2 | LASERJET 700 MFP M775 Printer/ Scanner | pcs | 1 |   |   |
| 2.1 | 32" inches flat screen television set (Samsung, LG or Equivalent) | pcs | 1 |   |   |
| 2.2 | 48" inches flat screen television set - (Samsung, LG or Equivalent) | pcs | 1.0 |   |   |
| 2.3 | Tabletop refrigerator - Nikai or Equivalent | pcs | 2.0 |   |   |
| 2.4 | Office Satellite Telephones (Desk Telephone) | pcs | 2.0 |   |   |
| 2.5 | A4 Bond Papers (Conqueror) - Ream of 500Pieces | Reams | 7.0 |   |   |
| i. | Medium Perforators/paper punch - Kangaroo DP-540 or equivalent | pcs | 4.0 |   |   |
| ii. | Medium Stapler - Kangaroo DS 45 or equivalent | pcs | 4.0 |   |   |
| iii | Staple pins (Kangaro) - Size 24/6 - Boxes of 1000pieces | boxes | 20.0 |   |   |
| iv | Binding clips - 19mm (Box of 12pieces) | boxes | 5.0 |   |   |
| v | Push pins - Boxes of 100pieces | boxes | 10.0 |   |   |
| vi | Filing pins 50mm - Boxes of 100pieces | boxes | 25.0 |   |   |
| vii | Notebooks (Box of 12 pieces) | boxes | 10.0 |   |   |
| viii | Assorted pens (Black, Red, Blue) - 50pieces/box | boxes | 2.0 |   |   |
| viii | HB Dark pencils - 50pieces/box | boxes | 1.0 |   |   |
| 2.6 | Lenovo IdeaPad 3 inches screen, i3 4GB | pcs | 2.0 |   |   |
| 2.7 | Blue Colored Stainless-Steel Benches - 180cmx63cmx80cm | pcs | 3.0 |   |   |
|   | **TOTAL CARRIED TO SUMMARY PAGE** |   |   |   |   |

Quantities to be delivered may be adjusted due to budget constraints.

**Authorised By:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Authorised for and on behalf of: |  | *(DD/MM/YY)* |
| Company: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Section C: Schedule of Requirements (to be priced by Bidder)**

**PRICE LIST FOR THE SUPPLY AND DELIVERY OF BAIDOA AIRPORT POLICE STATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BILL NO.** | **DETAILED DESCRIPTION** | **UNIT** | **QTY** | **Unit Cost USD**  | **Amount USD**  |
| 1 | Executive wooden Desk with three drawers, size 1.6m Length | pcs | 1 |   |   |
| 1.1 | Writing wooden desks | pcs | 3 |   |   |
| 1.3 | Ordinary Office chairs | pcs | 7 |   |   |
| 1.4 | Cantilever mesh adjustable waiting office seat  | pcs | 6 |   |   |
| 1.5 | Metallic Filing Office 4 drawer Cabinets, color- ash | pcs | 3 |   |   |
| 1.6 | 34 inches 4k all in one computer, intel core i5, i7 and i9 CPU (HP or Equivalent) | pcs | 1 |   |   |
| 1.7 | Split Air- conditioners - 12000BTU (Haier Brand or Equivalent) - Indoor and Outdoor unit | pcs | 2 |   |   |
| 1.8 | Standing Fan - 18inches (Haier Brand or Equivalent) | pcs | 1 |   |   |
| 1.9 | Ergonomic height Adjustable Chairs | pcs | 2 |   |   |
| 2 | LASERJET 700 MFP M775 Printer/ Scanner | pcs | 2 |   |   |
| 2.1 | Digital Camera NBD 4K, 48MP/60FPS | pcs | 1 |   |   |
| 2.2 | A4 Bond Papers (Conqueror) - Ream of 500Pieces | Reams | 10.0 |   |   |
| 2.3 | Blinds 50"x72" | pcs | 4.0 |   |   |
|   | Crime Management Kits |   |   |   |   |
| i. | Medium Perforators/paper punch - Kangaroo DP-540 or equivalent | pcs | 3.0 |   |   |
| ii. | Medium Stapler - Kangaroo DS 45 or equivalent | pcs | 3.0 |   |   |
| iii | Staple pins (Kangaro) - Size 24/6 - Boxes of 1000pieces | boxes | 10.0 |   |   |
| viii | Assorted pens (Black, Red, Blue) - 50pieces/box | boxes | 2.0 |   |   |
| viii | HB Dark pencils - 50pieces/box | boxes | 1.0 |   |   |
| xi | Box file Large (Assorted Colors) - Box of 12pieces | pcs | 5.0 |   |   |
| 2.6 | Lenovo IdeaPad 3 inches screen, i3 4GB | pcs | 2.0 |   |   |
| 2.7 | Blue Colored Stainless-Steel Benches - 180cmx63cmx80cm | pcs | 3.0 |   |   |
| 2.8 | Sofa two-seater | pcs | 1.0 |   |   |
|   | **TOTAL CARRIED TO SUMMARY PAGE** |   |   |   |   |

Quantities to be delivered may be adjusted due to budget constraints.

**Authorised By:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Authorised for and on behalf of: |  | *(DD/MM/YY)* |
| Company: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Section C: Schedule of Requirements (to be priced by Bidder)**

**PRICE LIST FOR THE SUPPLY AND DELIVERY OF KISMAYO SEAPORT POLICE STATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BILL NO.** | **DETAILED DESCRIPTION** | **UNIT** | **QTY** | **Unit Cost USD**  | **Amount USD**  |
| 1 | Executive wooden Desk with three drawers, size 1.6m Length | pcs | 1 |   |   |
| 1.1 | Writing wooden desks | pcs | 3 |   |   |
| 1.3 | Ordinary Office chairs | pcs | 6 |   |   |
| 1.4 | Cantilever mesh adjustable waiting office seat  | pcs | 6 |   |   |
| 1.5 | Metallic Filing Office 4 drawer Cabinets, color- ash | pcs | 2 |   |   |
| 1.6 | 34 inches 4k all in one computer, intel core i5, i7 and i9 CPU (HP or Equivalent) | pcs | 1 |   |   |
| 1.7 | Split Air- conditioners - 12000BTU (Haier Brand or Equivalent) - Indoor and Outdoor unit | pcs | 2 |   |   |
| 1.8 | Standing Fan - 18inches (Haier Brand or Equivalent) | pcs | 1 |   |   |
| 1.9 | Ergonomic height Adjustable Chairs | pcs | 2 |   |   |
| 2 | LASERJET 700 MFP M775 Printer/ Scanner | pcs | 1 |   |   |
| 2.1 | Digital Camera NBD 4K, 48MP/60FPS | pcs | 1 |   |   |
| 2.2 | CCTV Type: IP Camera, 4-way playback DVR, hard drive disc (does not include installation) | pcs | 1.0 |   |   |
| 2.3 | Binoculars (Nikon Aculon A211 8x42) or equivalent | pcs | 1.0 |   |   |
| 2.4 | A4 Bond Papers (Conqueror) - Ream of 500Pieces | Reams | 10.0 |   |   |
| 2.5 | Blinds 50"x72" | pcs | 4.0 |   |   |
| 2.6 | Crime Management Kits |   |   |   |   |
| i. | Medium Perforators/paper punch - Kangaroo DP-540 or equivalent | pcs | 3.0 |   |   |
| ii. | Medium Stapler - Kangaroo DS 45 or equivalent | pcs | 3.0 |   |   |
| iii | Staple pins (Kangaro) - Size 24/6 - Boxes of 1000pieces | boxes | 10.0 |   |   |
| viii | Assorted pens (Black, Red, Blue) - 50pieces/box | boxes | 2.0 |   |   |
| viii | HB Dark pencils - 50pieces/box | boxes | 1.0 |   |   |
| xi | Box file Large (Assorted Colors) - Box of 12pieces | boxes | 5.0 |   |   |
| 2.7 | 32" inches flat screen television set (Samsung, LG or Equivalent) | pcs | 1.0 |   |   |
| 2.8 | Lenovo IdeaPad 3 inches screen, i3 4GB | pcs | 2.0 |   |   |
| 2.9 | Tabletop refrigerator - Nikai or Equivalent | pcs | 1.0 |   |   |
| 3 | Blue Colored Stainless-Steel Benches - 180cmx63cmx80cm | pcs | 4.0 |   |   |
| 3.1 | Sofa two-seater | pcs | 1.0 |   |   |
|  |  |  |  |   |   |
|   | **TOTAL CARRIED TO SUMMARY PAGE** |   |   |   |   |

Quantities to be delivered may be adjusted due to budget constraints.

**Authorised By:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Authorised for and on behalf of: |  | *(DD/MM/YY)* |
| Company: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Section C: Schedule of Requirements (to be priced by Bidder)**

**AGGREGATED COST FOR BAIDOA, JOWHAR, KISMAYO**

|  |  |  |
| --- | --- | --- |
| **S/NO** | **ITEM WITH DESCRIPTION** | **Amount USD**  |
| 1 | JOWHAR |  |
| 2 | BAIDOA |  |
| 2 | KISMAYO |  |
| TOTAL COST (USD) |  |

**Authorised By:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Authorised for and on behalf of: |  | *(DD/MM/YY)* |
| Company: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Section D: Technical Data (ATTACHED SEPARATELY)**

**Vendors are required to give Detailed Catalogues for all items; all documents must be signed and stamped.**

|  |  |
| --- | --- |
| **Item No** | **Technical Data**  |
|  | see attached specifications |
| 1 | SPECIFICATIONS AND PHOTOS ARE ALSO PROVIDED AS PART OF THE RFQ |
| 2 |  |
|  |  |
|  |  |

***We confirm that we comply with the technical requirements as detailed above.***

**Authorised By:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Authorised for and on behalf of: |  | *(DD/MM/YY)* |
| Company: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |