



**Ministry of Finance**  
**Public Finance Management Reform Secretariat**  
**Government Complex, Third Floor, Office #3044**  
**REQUEST FOR QUOTATIONS (FOR GOODS)**

To:.....

Procurement Reference:S1-2

Date: 03/01/2017

Dear Sirs,

**PROJECT: PUBLIC FINANCIAL MANAGEMENT REFORMS- PFMR**  
**REQUEST FOR QUOTATIONS FOR DATA CENTRE EQUIPMENT FOR**  
**MINISTRY OF FINANCE**

The Procurement Entity indicated above invites your quotation for the items described herein. Through institutional strengthening aiming to deliver better public service, the Public Financial Management Reform Project (PFMR), through support of the World Bank, seeks to ensure that there is well-equipped and secure Data Centre that will ensure smooth upgrade of the current system to the envisaged Epicor 10 system. 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 Government of the Kingdom of Lesotho General Conditions of Contract for Local Purchase Orders (available on request) except where modified by this Request for Quotations.

**Specifications for proposed Equipment<sup>1</sup>**

1. Diesel Generator, Electricity, Uninterrupted Power Supply (UPS) and Cooling system.....Lot 1
2. Integrated fire suppression system..... Lot 2
3. Closed Circuit Television (CCTV) technical and Access...Lot 3 Control.

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<sup>1</sup>Detailed specifications attached



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**Preparation of Quotations:** You are requested to quote for these items by completing, signing and returning:

- the List of Goods and Price Schedule
- the documents confirming your eligibility, as listed below

The standard forms in this RFQ may be retyped for completion but the Bidder is responsible for their accurate reproduction.

**Validity of Quotations:** The quotation validity required is **60** days.

**Sealing and marking of Quotations:** Quotations should be placed in a single sealed envelope, clearly marked with the Reference above, the name of the Bidder and the Implementing Agency.

**Submission of Quotations:** Quotations should be submitted to Ministry of Finance Tender Box Third floor.

Date of deadline: **19<sup>th</sup> January 2017**. Time of deadline: **no later than 10.00 am local time**.

**Address:** Tsepiso Lebotsa

Procurement Officer  
Public Finance Management Reform Secretariat  
Ministry of Finance  
Corner Kingsway and High Court Road  
P.O Box 395  
Maseru

Government Complex, Finance House, Third Floor, Office number 3044

**Tel:** +266 28324748.

**Eligibility Criteria:** You are required to meet the following criteria to be eligible:

- a). Have the legal capacity to enter into a contract;
- b). Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
- a). Not have had your business activities suspended or debarred from public procurement by the Office of Government Public Contracts Policy;
- b). Be eligible, as defined below;

**Documents Evidencing Eligibility:**

You are requested to submit copies of the following documents as evidence of your eligibility.

- a). Valid trading licence
- b). Valid Annual Tax Clearance Certificate (for the last Financial Year)



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**Origin of Goods:** All Goods and related services shall have as their country of origin an eligible country.

**Technical Criteria:** The Specification details the minimum specification of the Goods required. The Goods offered must meet this specification.

**Currency:** Quotations may be priced in Lesotho Loti (LSL) or any other freely convertible currency. The currency of evaluation will be Maloti. Quotations in other currencies will be converted to this currency for evaluation purposes only, using the exchange rates published by the Central Bank of Lesotho on the date of the evaluation.

**Best Evaluated Bid:** The best evaluated bid shall be the lowest priced quotation, which is eligible and technically compliant by item or by total through the issue of Local Purchase Order.

**Delivery:** Prices should be quoted CIP to **Ministry of Finance, Maseru, Lesotho** for imported goods; and for domestically supplied goods EXW- insured and delivered to **Ministry of Finance, Public Finance Management Reform Secretariat, Government Complex, Finance House, Third Floor, Office number 3044.**

**Duties and Taxes:** Goods imported into Lesotho under this project **are/are not exempt from import duties and taxes.**

**Delivery Schedule:** Delivery required should be **45days** from date of Purchase Order.

**Warranty/Guarantee:** shall be **twelve (12) months** from the date of delivery.

**Terms of Payment:** Payment shall be made within 30 days against submission of your Invoice and supporting documents following delivery of the Goods.

**Eligible Countries:** All countries are eligible, unless:

- A firm which has been engaged to provide consulting services for the preparation or implementation of a project, and any of its affiliates, shall be disqualified from subsequently providing goods, works, or services resulting from or directly related to the firm's consulting services for such preparation or implementation.
- A firm declared ineligible by the World Bank

Any resulting contract awarded shall be by placement of a Purchase Order. Any queries should be addressed to the Project Management Team at the address given above. Please prepare and submit your quotation or inform the undersigned if you will not be submitting a quotation.

**Yours sincerely:**.....

**Signature:** .....

**Name and Position:** .....

**For and on behalf of the Authorised Official**



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**STATEMENT OF REQUIREMENTS**

**List of Goods and Price Schedule**

Procurement Reference: S1-I

We offer to supply the items listed below in accordance with the terms and conditions stated in your Request for Quotations referenced above.

We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified in the Request for Quotations.

The validity period of our quotation is: \_\_\_\_\_ days/weeks/months.

We confirm that the prices quoted in the List of Goods and Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

The delivery period offered is: \_\_\_\_\_ days/weeks/months from date of Purchase Order.

The warranty period offered is \_\_\_\_\_ months.

**CURRENCY OF QUOTATION:** \_\_\_\_\_

Item No	Description of Goods	Quantity	Unit of Measure	Country of Origin	Unit Price [Ex Works]	Unit Price [CIP/EXW (Place of Delivery)]	Total Price [CIP/EXW (Place of Delivery)]
<b>Other additional costs</b>							
<b>Subtotal</b>							
<b>Total</b>							



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**Quotation authorised by:**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

*(dd/mm/yy)*

Authorised for and on behalf of:

Company: \_\_\_\_\_



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**Technical Specification**

Procurement Reference: S1-I

Item No	Technical Specification Required	
<i>a</i>	<i>B</i>	
	<p><b>Lot 1 – Diesel generator 250 KVA</b></p> <ul style="list-style-type: none"><li>• Genset: Voltage Regulation</li><li>• Engine</li><li>• Alternator technical data</li><li>- Cooling</li><li>- Uninterrupted Power Supply (UPS)</li></ul>	
	<p><b>Lot 2 – Integrated fire suppression system</b></p> <ul style="list-style-type: none"><li>• Piping materials</li><li>• Valves</li><li>• Extinguishing-agent containers</li><li>• Fire-extinguishing clean agent</li><li>• Discharge nozzles</li><li>• Fire suppression releasing control panel</li><li>• Detection devices</li><li>• Manual stations with digital countdown timer</li><li>• Switches</li><li>• Alarm devices</li><li>• Auxiliary panels</li></ul>	
	<p><b>Lot 3 – Closed Circuit Television (CCTV)</b></p> <ul style="list-style-type: none"><li>• IP CCTV Surveillance system</li><li>• Video system overview</li><li>• IP Fixed dome camera (indoor type)</li><li>• Video Operation Codec Management, Recording and</li></ul>	



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Item No	Technical Specification Required	
<i>a</i>	<i>B</i>	
	<p>Processing Software (VOCMRPS)</p> <ul style="list-style-type: none"><li>• Network Video Recorder</li><li>• 5KVA UPS (online) with battery backup for 30 minutes</li><li>• CAT – 6 Cable</li></ul>	