

## RFQ-PTC-026-2022

### Procurement of Supplying Laptops and Printers for 25 MSME's in Gaza Strip

#### 1. OVERVIEW

##### 1.1. PALESTINE TRADE CENTER (PALTRADE)

Palestine Trade Center (PalTrade) was established in 1998 as a non-profit, membership-based organization to “lead the development of Palestinian trade as a driving force for sustainable national economic growth”. Over the past seventeen years PalTrade has served as the mandated National Trade Promotion Organization. More recently, PalTrade has shifted its’ focus to export trade promotion in the areas of development, information, and export policy and advocacy. PalTrade has widened export trade support and expanded its’ national partner network by working closely with the Ministry of National Economy (MONE), international donor agencies, and the international trade support network to deliver a positive impact on Palestinian trade performance.

##### 1.2. PALESTINIAN FEDERATION OF INDUSTRIES (PFI)

The Palestinian Federation of Industries (PFI) is the national institution representing the Palestinian industrial sector through its federated associations. Its missions are effective management of industrial policies to serve members’ interests and to contribute to the development of the national economy. Effective representation of members and their interests at local and international levels and institutions. Build relationships in collaboration with industry associations in Arab countries Collection of industrial information, organize, and classifying them to provide this information for official bodies with cooperation with the Palestinian Central of Statistics. Participation in industrial and economic conferences. Advice on the laws and regulations of the industry. Participation in public policy-making in the industry. Strengthen cooperation between industries. Preparation and organization of the National Register of industrial description (barcode) and the establishment of punctuation. Supervision of the Industry Modernization Center. Cooperation and coordination with all the relevant authorities, especially the chambers of commerce and private sector institutions.

##### 1.3. PROJECT CONTEXT

The programme titled is Private Sector Stimulus Program (PSSP) in partnership with United Nations Development Programme- Programme of Assistance to the Palestinian People (UNDP/PAPP) and implemented by PalTrade and PFI. The project will support the speedy recovery of MSMEs in the key economic sectors affected by COVID-19 and the last military escalation. Additionally, the project will seek to enhance the resilience of these businesses, allowing them to recover and sustain related jobs, and adapt to future economic shocks with the provision of development, technical, and market access support while ensuring compliance with safety and health measures to prevent the spread of COVID-19.

#### 2. DESCRIPTION AND QUANTITY:

#	Item	Description	Qty.
1	Laptop	CPU: Intel Core i5 10th Gen MEMORY: Minimum 8GB DDR4 HDD: 512GB SSD Display: 14" FHD (1920 x 1080) Network: Integrated 10/100/1000 Wireless: 802.11a/b/g/n/ac	25

		OS: Windows 11 Pro 64 Ports/slots: USB 3.x, USB type-C, RJ-45 Weight: less than 2kg Accessories: Original Wireless Mouse Laptop Bag: Backpack Warranty (Labor/Parts/Battery): Minimum 1 Year	
2	<b>Printer</b>	Category: Office Workgroup All-in-One Functions: Print, Scan, Copy, Fax Printing Speed: minimum 20 ppm Resolution (Black & Color): minimum 600 x 600 dpi Paper formats: A4, Envelops Connectivity: USB, Ethernet Interface, Wireless	<b>25</b>

### DELIVERABLES & TIME FRAME:

The supplier shall undertake to complete the supply process within a maximum period of two weeks from the date of award.

### 3. GENERAL TERMS AND CONDITIONS

- The RFQ is open for all suppliers from both West Bank and Gaza Strip who is working in the target market (Gaza strip).
- The financial proposals shall be submitted as a hard copy signed and stamped in closed envelop in addition to a scanned signed and stamped copy on CD or USB, in PalTrade Offices located in Al-Bireh City- Al-Balou Street – Mall of Palestine Bld.2 – 5th Floor, named **RFQ-PTC-026-2022**
- Offers from Gaza must be submitted by e-mail only to [procurement@paltrade.org](mailto:procurement@paltrade.org) indicating as subject **RFQ-PTC-026-2022**
- All inquiries shall be addressed, in writing by e-mail to [procurement@Paltrade.org](mailto:procurement@Paltrade.org) , the deadline for receiving any inquiries about the scope and this RFQ contents is Monday 22<sup>nd</sup> of Aug, 2022 **until 2:00PM**. No inquiries shall be accepted after this date.
- **The deadline for submitting your offer** shall be no later than **Wednesday 24<sup>th</sup> of Aug 12:00PM**, any offer received after this date and time will be rejected.
- Offer should be sent by completing the price schedule in Annex 1 page 3, please support your offer with photo and full description.
- The submitted offer shall be valid for the period of (90) days from the date of submission.
- By submitting a proposal, the applicant acknowledges that PalTrade is not liable for any costs incurred for the preparation and/or submission of the proposal.
- PalTrade may cancel, postpone, divide or extend this RFQ or any part of it without any reasons, and the service provider does not have the right to ask for any compensation or price differences.
- PalTrade will not be bound to the least price submitted, and without stating any reason for this .
- PalTrade has the right to withhold the names of the participants in this RFQ and their corresponding proposals.
- PalTrade will prepare a PO with the winner of this RFQ.
- The winner company will bear the cost of Jobs.ps announcement.

#### 4. FINANCIAL PREPOSAL & REQUIRMENTS:

1. Price proposal filled, signed, and stamped per (Annex1) in sealed envelope
2. Prices shall be in **USD excluding VAT**.
3. **Provide valid deduction at source certificate, company registration certificate**
4. **Price should be valid for 90 days**

#### 5. Annex 1: Bills of Quantities & Supply Requirements

#	Item	Description	Qty.	Unit Price (USD) Excluding VAT	Total Price (USD) Excluding VAT
1	<b>Laptop</b>	CPU: Intel Core i5 10th Gen MEMORY: Minimum 8GB DDR4 HDD: 512GB SSD Display: 14" FHD (1920 x 1080) Network: Integrated 10/100/1000 Wireless: 802.11a/b/g/n/ac OS: Windows 11 Pro 64 Ports/slots: USB 3.x, USB type-C, RJ-45 Weight: less than 2kg Accessories: Original Wireless Mouse Laptop Bag: Backpack Warranty (Labor/Parts/Battery): Minimum 1 Year	<b>25</b>		
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<b>Total Price Excluding VAT</b>					

- **PLEASE FILL THE PRICE IN ANNEX 1, SUBMIT IT IN SEALED ENVELOPE**

Service Provider Signature & Stamp-----

**END OF RFQ**