



**Malteser International**  
Order of Malta Worldwide Relief

Stamp of supplier

**Request for quotation (RFQ)**

**Quotation**

Malteser International Address: Malteser International South Sudan Coordination Office  
P.O .BOX 612 Juba,  
Plot Number , Block 3K  
Thong Ping  
Tel: 926595060  
Email: malis.edward@malteser-international.org

All correspondence and documents relating to this RFQ must show this No.: **RFQ/JUB/2016/0001**

**Malteser International hereby invites you to submit your quotation for the items listed below.**

Supplier are free to describe or attach more detailed specification of quoted items or use an own quotation form indicating all requested information.

**Terms of payment:**

(normally within 7 days upon receipt of goods, original air waybill (if applicable) and presentation of copy of PO and original invoice.)

**Delivery place and mode of transport** (include freight charges when quoting):

Malteser International Juba Coordination office

**Expected delivery date:**

10/2/2016

**Packing / labelling and special instructions:**

Item	Description	Quantity	Unit	Unit price USD	Sub-total USD
<b>To be filled by supplier</b>					
1	external hard drives 500 GB	2	pc		
2	GPS device	1	pc		
3	Computer Laptop; (Model Hp) 4GM Ram, HHD 500 GB , windows 8 One year antivirus kaspersky 2016	1	pc		
4	Computer Laptop; (Model Hp) 4GM Ram, HHD 500 GB , windows 8 One year antivirus kaspersky 2016	2	pc		
5	Sheet-feed-Scanner & Printer (color) Combination Machine (Model: Canon);	1	pc		
6	Printer (HP LaserJet / P2035)	1	pc		
7	Scanner Canon Lide 210	1	pc		
8					
9					
10					
11					
12					
13					

**Total in USD**

**Total in currency USD** \_\_\_\_\_

**NB: the date line for receiving your offer will be Friday, 29/01/2015 at 3:00 PM**

Please note that RFQ does not constitute a commitment to purchase from your company unless notified officially to you.

Supplier are free to describe or attach more detailed specification of quoted items or use an own quotation form indicating all requested information.

Quotations will be evaluated based on: a) compliance with technical specifications and quality standards b) ability to deliver and meet timeframes as specified c) best quality / price ratio.

**Malteser International reserves the right to accept all or part of your offer.**

This quotation is valid until:

Malis Edward , Logistics Officer, 25/01/2015

For Malteser International: date, name, function, signature

For Supplier: date, name, function, signature

