

Caritas Switzerland, Hai Mission
Area Katire Road,
Torit Eastern Equatoria State
South Sudan
E-mail. southsudan@caritas.ch

Reference No. CACH-T-2016-376:

Date: 21st May 2016.

RE: **RFQ for ICT accessories**

Caritas's Switzerland is seeking for quotation for the supply of the below listed items.

This is a formal invitation to your company to submit a signed quotation on a letter head to Caritas's Switzerland tender committee in a sealed envelope cleared marked with the above reference number as quotation for ICT accessories Ref: CACH-T-2016-376.

Due to the urgency to have these materials, the last date of submission of quotations is 5:00 pm by 26th May 2016.

No.	QTY	UNIT	Item Description
2	1	pc	External Harddrive 4TB & 8TB for Data Backup (without a power charger would be more ideal) If 8TB is available that would be the best
3	1	pc	HP 630 laptop keyboard
5	1	pc	HP Laptop Battery 593553-001
6	1	pc	Toshiba Model No. PA3588U-1BRS
7	1	pcs	Toshiba Satellite L500-205 Battery Model NO: PA3534U-1BRS
8	1	pc	HP 8460p Wireless Module (Intel WLAN Radio Model 112BNHMW)
9	2	pcs	Laptop Batteries Part No. PA3817U-1BRS
10	2	pcs	USB wireless adapters
11	1	set	Computer Repairs and Service tools kit (Below is image)
12	1	pc	Lockable Metalic Cabinet with 2 doors (Below is image)
13			



14			
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Your bid should clearly indicate the following:

- Currency of offer in USD
- Net price after deduction of discounts:
- Confirmed delivery schedule:
- Validity of the offer no less than 4 months.
- Detailed specifications of what item you are quoting for coupled with pictures:

Conditions of bidding:

- Bids must be valid for minimum 40 days
- Payment terms will be within 30 days after receipt of goods and invoice, by bank transfer/cheque only.
- A reference list.
- All items have to be delivered to Torit as stated above.
- Deadline for submission of bids is May 26th 2016 before 5:00pm.
- NB: No tender documents are to be requested from the office. You only need to submit your quotation as instructed above in a sealed envelope to Caritas Torit office.

Kindly provide the following information on your quotation.

- a) Delivery terms
- b) Payment terms
- c) Payment method
- d) Quotation validity

NOTE: This inquiry implies no obligation on the part of Caritas Switzerland (buyer). Caritas reserves the right to reject any or all quotations and/or to accept the most attractive offer. This is NOT an order.