

REQUEST FOR QUOTATION (RFQ) #040/2009

NAME & ADDRESS OF FIRM: <hr/> <hr/> <hr/>	DATE: 19 October, 2009 REFERENCE: Personal Computers for the Project “Conservation and sustainable use of globally significant biological diversity in Khazar Nature Reserve on the Caspian Sea Coast”
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Dear Sir / Madam:

You are kindly requested to submit your quotation for the following items before close of business at 18:00 on 28 October 2009.

Quotations should be submitted in a sealed envelopes marked with «RFQ#040/2009» to the UN Reception at the following address: UN House, 40 Galkynysh Street, 744013 Ashgabat, Turkmenistan.

Online offers can be sent to the following e-mail address only: registry.tm@undp.org

Item	Generic Description [incl. Technical specifications, quality & safety standards, special features required]
	See the attached Specifications (1 page)

CONDITIONS	
Delivery Term (INCOTERMS 2000)	■ CIP Ashgabat, Turkmenistan
PLACE	■ 15, Bitarap Turkmenistan Street, Institute of Deserts, Flora and Fauna, Ashgabat, Turkmenistan.
Payment Terms	■ Bank transfer in US Dollars within 30 days after completion of services and signing a receiving report. For local Companies payment will be done in TMT.
Validity of Quotation	■ 60 days
Preliminary Examination	■ Partial bids not permitted
General Terms and Conditions	■ A copy is available upon request

Please state	
✓ Quantity discount	✓ Details on any warranty/guarantee conditions

REQUIREMENTS
<p><u>Language:</u> All documentation shall be in:</p> <p> <input type="checkbox"/> English <input checked="" type="checkbox"/> Others <u>RUSSIAN</u> </p> <ol style="list-style-type: none"> 1. All listed characteristics, requirements and parameters should be interpreted as minimal; 2. Offers that do not meet minimal requirements of specification will not be considered; 3. PCs should be brand name, unused and complete; 4. PCs should have all necessary instructions and operating manuals; 5. PCs should have warranty period which is mentioned in specification; 6. Warranty service should be available in Ashgabat; 7. Delivery time: 30 calendar days from the date of signing a Purchase Order, penalty will be charged for delaying of delivery. Early delivery is desirable; 8. All software should have legal licenses

<p>NAME, FUNCTIONAL TITLE: Sahet Ekeyev, Administrative Clerk</p> <p>Signature: _____ DATE: _____</p> <p>CONTACT ADDRESS: UN House, 40 Galkynysh Street, Ashgabat, Turkmenistan FAX N: (+993 12) 425317; 425388 TEL.: (+993 12) 425250 (ext. 242) E-MAIL ADDRESS: sahet.ekeyev@undp.org</p> <p>1) For technical issues please contact Mr. Albert Ishmukhamedov at: albert.ishmukhamedov@undp.org</p> <p>2) For electronic submissions please use only: registry.tm@undp.org</p> <p>3) Information about this tender is also available on the UNDP Turkmenistan WEB site at www.undptkm.org under “Tenders” section.</p>
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