

## Requirement for PR#1608651: Laptops and Wireless Routers

### I. SCOPE OF SERVICES

This solicitation is to provide the following item with specification as below, for US Embassy Jakarta. The provider should have an established business and be an authorized dealer/partner of the goods/services concerned.

No.	Description of Goods/Services
1	Smart Buy - HP Pro Book 4530s Notebook PC
2	Wireless Router Linksys E3200 802.11.N

### II. PRICING The Contractor shall provide a firm fixed price in *USD* for:

PR#1608651: Laptops and Wireless Routers

When submitting your quotation, please use the following/similar format of Quotation document:

***Name of Company & logo:***

***Address & Phone number:***

***Contract Person:***

***E-mail address:***

No.	Description of Goods/Services	Quantity	Unit Price	Sub Total	Discount, if any	Total	Stock Availability
1	Smart Buy - HP Pro Book 4530s Notebook PC	Fifteen (15)					
2	Wireless Router Linksys E3200 802.11.N	Sixty one (61)					
<b>TOTAL</b>							
VAT Tax, if any							
Shipping, Packing Cost, and Insurance							
Grand Total in USD							

***Note:*** Please read *Section I* for details of equipment and supplies, items, schedules, and the proposed type of function room/s, facilities and services provided.

### III. CLAUSES. ([Download in PDF](#), size 153KB)

**IV. SUBMISSION OF QUOTE.** Each offer/quotation must consist of the following:

- A. *Completed Section II* to include pricing (based on *Section I*).
- B. *Detailed specification and stock availability/delivery schedule of each items.*

**V. EVALUATION FACTORS**

The Government intends to award a contract resulting from this solicitation to the lowest priced, technically acceptable offeror/quoter. The evaluation process shall include the following:

- a) Compliance Review. The Government will perform an initial review of proposals/quotations received to determine compliance with the terms of the solicitation. The Government may reject as unacceptable proposals/quotations which do not conform to the solicitation.
- b) Technical Acceptability. Technical acceptability will include a review of items listed under Article B in Section 3.
- c) Price Evaluation. The lowest price will be determined by price comparison among the technically acceptable and responsible offerors. The Government reserves the right to reject proposals that are unreasonably low or high in price.
- d) Term of Payment. Government term of payment is thirty (30) days after all goods/services has been received and proper invoice.

The deadline to submit your quotation is on **February 2<sup>nd</sup> 2012 at 16:00 WIB**. Please follow instructions in *Section III* for a quotation to be considered and email to [HappyDR@state.gov](mailto:HappyDR@state.gov) or fax the quotation to (62.21) 34359910 or 3524303. Please note that your quotation price should be valid for thirty (30) days from the deadline of this RFQ submission date stated above.

For other bidding opportunities, please visit our website:  
<http://jakarta.usembassy.gov/bidding.html>

--End of page--