

**PEACE CORPS
OVERSEAS REQUEST FOR QUOTATION (RFQ)
FOR PROCUREMENT AND INSTALLATION OF
A SURVEILLANCE SYSTEM FOR PEACE CORPS OFFICE**

Date:

Peace Corps intends to offer a firm-fixed price contract for providing and installing surveillance system at PC Timor-Leste office.

Interested vendors should submit a quote for the services as described in this RFQ. Vendors are encouraged to read through the entire RFQ before submitting a bid.

Quotes are due to the following address by 1:00 p.m. on **June 5, 2015**. Quotes may be submitted in hard copy or by email to the addresses below.

Any questions regarding the RFQ may be addressed to the persons listed below. Offers received after the closing date will not be accepted.

To request a site visit, call 670 7712-7868 (Deolindo Gusmao). To request detailed building plans, send an email with contact information to: gbabayan@peacecorps.gov.

Submit quotes to:

Name: Gevorg Babayan (English only)

Address: Peace Corps Timor Leste (Office #J101 Palm Beach Apartments, Pantai Kelapa, Dili)

Email: gbabayan@peacecorps.gov

Telephone: 670 7859-4161

A. Price/Period of Performance:

Supplies or Equipment

Item	Description	Qty	Unit Price	Total Price
001				
002				
003				
Total				

Supplier Unit Quotes shall be a Firm Fixed-Price, and inclusive of any administrative or overhead costs.

Vendors are welcome to offer more than one bid at different price points with different grades of equipment that effectively meet Peace Corps' needs.

Period of Performance

2 weeks (estimated start 15 June), to be coordinated with completion of office renovation project

B. Statement of Work/Specifications

1. To offer well-known brand name surveillance system equipment set in for the proposed system plan. The suggested item list is given below which may be modified based on the Vendor's proposed plan and available appropriate technology to best meet the needs.

- Outdoor, vandal-proof, waterproof, color CMOS image sensor, high resolution, day/night vision, multi format, min 4,6 mm angle lens CCTV cameras
 - Outdoor, vandal-proof, waterproof, color CMOS image sensor, high resolution, day/night vision, multi format, 2,8-12 mm angle lens CCTV camera
 - NVR (Network Video Recorder)- Multi-channel, high resolution, multi-format, and powered with required additional features to support the System
 - Screen(s)
 - Switch – Dependable with sufficient ports
 - HDD – 2TB minimum
 - Additional details and cables.
2. To conduct cabling as needed (several hookups already provided by PC's electrical vendor)
 3. To install the CCTV cameras
 4. To install the NVR, HDD and the screen in the Guard Booth
 5. To install appropriate firmware and software
 6. Final tune-up
 7. To provide a basic training to the responsible Staff
 8. Debris removal and cleaning
 9. To provide with a regular maintenance plan cost

Note: Substantial wiring is already done, vendor should only need to install and plug-in the equipment into an existing network, depending on proposed camera placements.

Extended Warranties Offered by Supplier, if applicable

Item	Description	Unit/Qty	Unit Price	Total Price
0001	XXXXXX	XXX		
0002	XXXXXX	XXX		

C. Location of Work

Peace Corps Office
15 Rua Nu'u Laran, Bairro dos Grilhos, Dili, Timor Leste

D. Delivery Schedule

Delivery Date(s):

Start of the work midst of June, 2015. In coordination with the PC Office security upgrade works. The completion of services 30th of June, 2015

Delivery Point of Contact:

POC Name: Deolindo Gusmao
Email Address: dgusmao@peacecorps.gov
Phone Number: 77127868

E. Acceptance Criteria

Work and materials shall match the specifications detailed in Statement of Work and will be evaluated by the Peace Corps and US Embassy Specialists and Contractors for acceptance.

F. Contract Terms and Conditions

As stated in the standard Peace Corps Firm Fixed Price Contract.

G. Peace Corps Payment Schedule and Terms

Supplier will receive payment in approximately 30 days after acceptance and receipt of valid/accurate invoice. If other payment terms are proposed, these must be clearly stated in the bid and will be factored into the evaluation.

H. Evaluation Factors:

Award will be made after consideration of the following factors as marked below:

- Price
- Quality of materials/equipment offered (samples, brand names, brochures recommended)
- Quality/appropriateness of proposed plan for surveillance system and fit with/understanding of Peace Corps' needs
- Delivery Timeframe
- Payment Terms
- Company profile/past performance/reference checks
- Warranties

Award may be made to other than the lowest priced quote. The award will be made to the total quote that offers the best value in accordance with the above evaluation factors.

I. Instructions to Vendors:

- a. Please read RFQ in its entirety including factors that will be considered in making award in Section H.
- b. Return completed RFQ by due date as follows:
 - 1) Fill in prices in Section A.
 - 2) List/state any other terms or items in Section J not requested in the RFQ that is believed would benefit Peace Corps and would improve consideration for selection. These terms/items must not increase the prices quoted in Section B.
 - 3) Sign and return RFQ by required due date.

J. Other Terms/Items Offered by Vendor at No Additional Cost:

SUPPLIER AUTHORIZED REPRESENTATIVE

Name: _____ Position/Title: _____

Signature: _____ Date: _____

Phone: _____ Email: _____