

Request for quotation (RFQ) for goods

Provision of cash registers, POS printers and beam scales for micro and small enterprises

RFQ No: **UNOPS-SFRS-2015-G-035**

**Request for quotation (RFQ)
for Provision of cash registers, POS printers and beam scales for micro
and small enterprises
RFQ NO. UNOPS-SFRS-2015-G-035**

Date: 28 May 2015

UNOPS is accepting quotations from suppliers for Provision of cash registers, POS printers and beam scales for micro and small enterprises in Obrenovac. All interested parties must complete and return the attached price sheet to the following email address: src.bids@unops.org or in a sealed envelope to UNOPS, Sumatovacka 59, 11 000 Beograd.

1 Requirements and price list (Annex A)

Quotations need to be submitted by using the Requirements and Price List contained in Annex A.

2 Eligibility

Bidders must not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UNOPS to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods under this request for quotation.

Bidders must not be under a declaration of ineligibility for corrupt and fraudulent practices published by UNOPS on its website. Bidders must meet the eligibility criteria as published on the UNOPS website.

3 Currency

All prices shall be quoted in RSD – Republic of Serbia Dinar

UNOPS reserves the right not to reject any bids submitted in another currency than the mandatory bidding currency stated above. UNOPS may accept bids submitted in another currency than stated above if the bidder confirms during clarification of bids (1.18) in writing that it will accept a contract issued in the mandatory bid currency and that for conversion the official United Nations operational rate of exchange of the day of RFQ deadline as stated in the RFQ letter shall apply.

Regardless of the currency of bids received, the contract will always be issued and subsequent payments will be made in the mandatory bidding currency above.

4 Evaluation

UNOPS evaluates quotations based on lowest priced most technically acceptable quotation received.

5 Delivery (for goods)

All items shall be delivered and installed in 15 days from the date of order.

6 Mobilization and duration (for services) n/a

Service provision shall commence calendar days after contract signature. The successful supplier is expected to complete the services by (date).

7 Quotations due

All quotations must be received to the address stated below no later than:

Date: 08 June 2015
Time: 12:00h CET
Address: Sumatovacka 59, 11000 Beograd
Or to E-mail: srpc.bids@unops.org
Contact person: Nenad Nakic

Quotations submitted shall be binding and valid for a period of ninety (90) days from the due date stated herein. Any prices accepted during this period will be considered firm/fixed for the resulting purchase order.

Bids per LOT are allowed. UNOPS reserves the right to make multiple arrangements per LOTs. The supplier agrees to acknowledge the purchase order in the form provided upon award, under the terms and conditions stated therein, and for the agreed amount.

8 UNOPS General Conditions of Contract

Any order resulting from this RFQ exercise will be subject to the UNOPS General Conditions of Contract available for goods, small services and services at the following addresses:
<http://www.unops.org/SiteCollectionDocuments/Procurement/UNOPS%20General%20Conditions%20for%20Goods.pdf>
<http://www.unops.org/SiteCollectionDocuments/Procurement/GCCs%20For%20Professional%20Services.pdf>
<http://www.unops.org/SiteCollectionDocuments/Procurement/Conditions-of-services-below50K.pdf>

9 Clarifications

Suppliers with questions or requests for more information are encouraged to send them to the email address srpc.procurement@unops.org promptly in order to allow time for the provision of a written response. Explanations or interpretations provided by personnel other than the above will not be considered binding or official.

10 Quotation form (Annex B)

The attached Quotation Form needs to be completed and signed. Suppliers shall return the completed and signed Quotation Form with their quotation.

Approved by:

Date: 28 May 2015



Svetlana Mijuk, UNOPS SFRS Project Manager

ANNEX A

Requirements and price list

The following documents form part of this RFQ and must be completed and returned with your offer:

1. Quotation comparative data form
2. Bid price&delivery form
3. Previous experience form

As part of the tender documentation the Bidders shall also provide:

1. Company registration documents (not older than six months from the deadline for submission of quotations)
2. Catalogue, brochure or similar document that will prove the required technical characteristics of the offered goods

ANNEX B

RFQ – Quotation form

Quotation form must be completed signed and returned to UNOPS. The quotations must be made in accordance with the instructions contained in this request.

UNOPS General Conditions of Contract will apply to any resulting purchase order/contract. A link to the UNOPS General Conditions of Contract is included in the RFQ document.

The under signed, having read the terms and conditions of RFQ-UNOPS-SFRS-2015-G-035 set out in the attached document, here by offers to supply the goods specified in the RFQ at the price or prices quoted, in accordance with any specifications stated and subject to the terms and conditions set out or specified in the document.

Signature: _____

Date: _____

Name and title: _____

Company: _____

Postal address: _____

Tel. no: _____

Fax no: _____

Email address: _____

Validity of offer: _____

Currency of offer: _____

Payment terms 30 days accepted:

Quotation to be addressed to: UNOPS,
Sumatovacka 59, 11000 Beograd
Tel.: 011/243-5703 or
E-mail: srpc.bids@unops.org



1. Comparative data form

Bidders are required to complete the following with “Yes”, “No” or specific information requested for the items being supplied.

Equipment and tool list

UNOPS minimum technical requirements:

LOT 1: Cash register with fiscalisation

No.	ITEM	Quantity	Bidders to fill-in
1.	<p>Cash register with barcode scanner and Cash drawer :</p> <p>1.Cash register (equal or similar to HCP ULTIMA cash register quality and technical characteristics)</p> <p>Thermal printer:</p> <p>Printer type: Thermal printer-double station (easy loading) Paper rolls: 2x38mm, Ø 48mm Printing speed: 50-70mms/s Characters per line: 18-24 characters per line Resolution: 200-205dpi Printer lifetime: 40-60 km</p> <p>Major features:</p> <p>PLUs: 28000-34000 VAT rates: min 9</p> <p>Journal: Control tape Payment methods: cash, cheque, card Operators/cashiers: 14-18 with user names and password Fiscal memory: Yes Reports: 1800-2200 daily reports</p> <p>Other functions:</p> <ul style="list-style-type: none"> - Remote server administration - Reports by PLUs, cashiers and departments - 28-34 characters in article name - Max value per receipt 11+2 digits - Max price 21,000,000.00 - 180-220 items per receipt - Support standard barcode types (EAN8, EAN13, weight barcode) 	12 psc.	

<p>- 8-12 hot keys for fast article sale</p> <p>General Features:</p> <p>CPU: 100MHz, 32-bit, Operator display: 128x64 pixel graphic LCD with backlight Customer display: 2x16 alphanumeric LCD with backlight Keyboard: 30-40 cherry keys including hot keys Cash drawer connector: yes GPRS terminal: Dual/quad band module integrated Interfaces: 2xRS232, COM1 – PC port, COM2 – Barcode port Power supply: 9V/2A DC Dimensions (WxDxH): 200-300 x200-300x100mm</p> <p>Cash register must meet all the technical and functional characteristics prescribed by the national Law on Fiscal Cash Registers.</p> <p>Warranty and servicing during warranty period: minimum 1 year</p> <p>Cash register supplied with:</p> <ol style="list-style-type: none"> 1. Installed GPRS 2. SIM card installed 3. Usage instructions and support 4. Entry of 100 items to 500 items 5. Fiscalization in accordance with the national Law on Fiscal Cash Registers 6. Delivery to the company address <p>2. Bar code scanner (equal or similar to HS 3151 Zebex barcode scanner quality and technical characteristics)</p> <p>Light Source 650 nm visible laser diode (VLD) Scan Rate 500-550 scans per second Number of scan lines - one</p> <p>The minimum width of the bar code - 5 mm @ PCS = 90% (CODE 39)</p> <p>Beeper Operation Programmable tone &</p>		
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	<p>beep time System Interface Keyboard, RS-232,</p> <p>Physical characteristics: Dimension 105-110 x 55-60 x 150-160mm (device only)</p> <p>Weight 145-150 g (stand excluded) Cable 1.5-2.5 m</p> <p>Delivery to the company address</p> <p>Warranty and servicing during warranty period : minimum 1 year</p> <p><u>3.Cash drawer</u></p> <p>Technical characteristics: -Dimensions: 400-420mm x 400-420mm -Heavy duty metal drawer with stainless steel lock & key -Bill Holder: min 5 bill slots with Metal Bill Clip -Coin Holder: min 8 Coin Adjustable -Removable coin tray and coin separator available -Dual voltage 9 V, 12V-24V</p> <p>Delivery to the company address</p> <p>Warranty: minimum 1 year</p>		
<p>2.</p>	<p>Cash register with barcode scanner</p> <p><u>1.Cash register</u> (equal or similar to HCP Prima cash register quality and technical characteristics)</p> <p>Thermal printer:</p> <p>Printer type: Thermal printer-double sides Paper rolls: 2x28mm, Ø 40mm Printing speed: 50-70mms/s Characters per line: 16-22 characters per line Resolution: 200-205dpi Printer lifetime: 40-60km</p> <p>Major features:</p> <p>PLUs: 11000-13000 VAT rates: min9</p>	<p>8 pcs.</p>	



<p>Journal: Control tape Payment methods: cash, cheque, card Operators/cashiers: 14-18 with user names and password Fiscal memory: Yes Reports: 1800- 2200 daily reports</p> <p>Other functions:</p> <ul style="list-style-type: none"> - Reports by PLUs, cashiers and departments - 28-34 characters in article name - Max value per receipt 11+2 digits - Max price 21,000,000.00 - 180-220 items per receipt - Support standard barcode types (EAN8, EAN13, weight barcode) <p>General Features:</p> <p>CPU: 32 bit Operator display: 128x32 pixels graphic LCD -Customer display: 128x32 pixels graphic display Keyboard: 25-32 keys Cash drawer connector: No GPRS terminal: Dual/quad band module integrated Interfaces: min1xMini USB Power supply: 9V/2A DC power adapter, Integrated Li-ion battery 7.4V/1500mAh Dimensions (WxDxH): 70-90x195-200x75mm</p> <p>Cash register must meet all the technical and functional characteristics prescribed by the national Law on Fiscal Cash Registers.</p> <p>Warranty and servicing during warranty period: minimum 1 year</p> <p>Cash register supplied with:</p> <ol style="list-style-type: none"> 1. Installed GPRS 2. SIM card installed 3. Usage instructions and support 4. Entry of 100 items to 500 items 5. Fiscalization in accordance with the national Law on Fiscal Cash Registers 6. Delivery to the company address 	
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	<p>2. <u>Bar code scanner</u>(equal or similar to HS 3151 Zebex barcode scanner quality and technical characteristics)</p> <p>Light Source 650 nm visible laser diode (VLD) Scan Rate 450-550 scans per second</p> <p>Number of scan lines - one The minimum width of the bar code - 5 mm @ PCS = 90% (CODE 39)</p> <p>Beeper Operation Programmable tone & beep time System Interface Keyboard, RS-232,</p> <p>Physical characteristics: Dimension 105-110 x 55-60 x 150-160mm mm (device only) Weight 145-150 g (stand excluded) Cable 1.5-2.5m</p> <p>Delivery to the company address</p> <p>Warranty and servicing during warranty period: minimum 1 year</p>		
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LOT2: POS PRINTER

No.	ITEM	Quantity	Bidders to fill-in
1.	<p><u>POS printer</u> (equal or similar to EP-1000 printer quality and technical characteristics)EP 1000</p> <p>Line thermal dot printing system Printing width: 76 mm/608 dots or 54 mm/432 dots Dot density: 7-9 dots/mm / ~203 dpi (horizontal, vertical) Printing speed: 90-110 mm/sec Printing columns 48/36 columns (Font A) 12 x 24 64/48 columns (Font B) 9 x 16 Code pages: International code page Full set loadable fonts Free loadable logo Bar codes: Code 39, Code 93, Code 128, Codebar; EAN 8, EAN 13, EAN 128, UPC - A, UPC - E Interface (RS 232 C) Input buffer 60-70 KB</p>	2 pcs.	

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<p>Automatic Label Cutter Easy paper loading method Reliability 60-80 km of printed paper</p> <p>Dimensions: W x L x H - 140-145 x 150-156 x 190 mm Weight -1.8- 2 kg. Power - AC 100V-240V, DC 24V</p> <p>Delivery to the company address</p> <p>Warranty and servicing during warranty period: mininum 1 year</p>	
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LOT: 3 Electronic beam scales

No.	ITEM	Quantity	Bidders to fill-in
1.	<p>Trade beam scale</p> <p>(equal or similar to beam scale OP1-SD quality and technical characteristics)</p> <p>Electronic beam scales with calculation of prices</p> <ul style="list-style-type: none"> • Additional display in the neck • Capacity - notch 3/6kg 1/2g ; 6/15kg 2/5g ; 15/30kg 5/10g • Large LCD display with backlight • Power: AC / DC adapter (8-10 V) • Battery: Built-in rechargeable battery pack (6-8 V) • Platter Size: appx 210-250 x 250-350 mm • Keyboard: 18-22-key • The scale is delivered calibrated with a set of batteries • Warranty: 12 months • Secured service in warranty and out of warranty period • Warranty: minimum 1 year 	3 pcs.	
2.	<p>Electronic beam scale</p> <p>(equal or similar to beam scale OB1-SD quality and technical characteristics)</p> <p>Electronic beam scales with calculation of prices</p> <ul style="list-style-type: none"> • Capacity - notch 3/6kg 1/2g ; 6/15kg 2/5g ; 15/30kg 5/10g • Large LCD display with backlight • Power: AC / DC adapter (8-10 V) 	1 pcs.	

<ul style="list-style-type: none">• Battery: Built-in rechargeable battery pack (6-8 V)• Platter Size: 200-250 x 250-320 mm• Keyboard: 18-22-key• The scale is delivered calibrated with a set of batteries• Warranty: 1 year• Secured service in warranty and out of warranty period• Warranty: minimum 1 year		
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Technical specification in Serbian language is attached – Attachment I

Bids per LOT are allowed. UNOPS reserves the right to make multiple contracts per Lots for this purchase.

UNOPS reserved the rights to increase or decrease quantity of items.

The products offered are in accordance with the specifications and requirements

Yes
 No

Any deviation must be listed below:

Date

Authorized Signature



2. Price & delivery form

Quotation				
Bidder's total price (Price & currency to be entered by bidder): VAT excluded				
TOTAL FIRM DAP PRICE - DAP: All equipment should be delivered to micro and small enterprises in Obrenovac.				
Requested offer validity period from the date of offer submission: 90 Days				
BIDDER'S UNIT PRICES (price & currency to be entered by bidder):				
ITEM	DESCRIPTION	QTY	CURRENCY:	
			UNIT PRICE DAP	TOTAL PRICE DAP
Subtotal for LOT 1:				
LOT1: Cash registers with fiscalisation				
1.	Cash register with barcode scanner and Cash drawer:	12 pcs.		
2.	Cash register with barcode scanner	8 pcs.		
Subtotal for LOT 2:				
LOT2: POS Printer				
1.	POS Printer	2 pcs.		
Subtotal for LOT 3:				
LOT3: Electronic beam scales				
1.	Trade bean scale	3 pcs.		
2.	Electronic beam scale	1 pcs.		
Subtotal for LOT 3:				
GRAND TOTAL:				
Bidder's delivery data				
DELIVERY AND INSTALLATION TIME in 15 days from the date of order				

 Date

 Authorized Signature

3: Previous experience form

Previous Experience				
Description of services/goods /works	Country	Total amount of contract	Contract Identification and Title and Contact details of Client: (Name, Address, telephone, email, fax)	Year project was undertaken

Date

Authorized Signature



UNOPS Headquarters
Marmorvej 51
P.O. Box 2695
2100 Copenhagen
Denmark
Tel: +45 45 33 75 00
Fax: +45 45 33 75 01