



**IGAD Climate Prediction & Application Centre**  
**P O Box 10304, 00100 Nairobi, Kenya; Tel: 254-20-3514426**  
***E-mail: [director@icpac.net](mailto:director@icpac.net) Website: [www.icpac.net](http://www.icpac.net)***

# **TENDER FOR SUPPLY OF IT ITEMS FOR GMES**

**ICPAC**

**Date : April 15th 2019**

**REF: ICPAC-T-006-2019**

**INVITATION FOR TENDER FOR SUPPLY OF IT ITEMS**

Dear Sir/Madam,

**SUPPLY OFFICE IT ITEMS REF: ICPAC-T-006-2019**

The ICPAC has ascertained funds and intends to apply part for payments under the Contract for supply of IT Equipments and would like to invite bidders/firms for supply of the same.

You are invited to submit your most competitive quotation for the same items.



IGAD Climate Prediction & Application Centre  
P O Box 10304, 00100 Nairobi, Kenya; Tel: 254-20-3514426  
E-mail: [director@icpac.net](mailto:director@icpac.net) Website: [www.icpac.net](http://www.icpac.net)

### **SPECIFICATIONS FOR ITEMS**

<b>No.</b>	<b>Details of the item</b>	<b>Quantity</b>
1	Laptop	9
2	Desktop Workstation	4
3	Camera	4
4	GPS	4
5	2TB External Hard drive	27
6	8TB External Hard drive	2
7	1 KVA Smart UPS	4

1. Bid Price:

- a) The contract shall be awarded to the most economically competitive firm that offers the valued quality as demonstrated by attachment of samples of previous work done; this is in the form of LPOs awarded in the previous two years.
- b) Final Bid price should be separate from any duties, taxes and other levies payable: ICPAC is exempted from all forms taxes.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) All goods and related services to be supplied under the Purchase Order should have their origin in eligible member countries. The Purchaser may, at its discretion, require the bidder to produce documentary evidence in respect of the country of origin mentioned. Each bidder shall submit only one quotation.

2. Validity of Bid: Bids shall remain valid for a period not less than **30** days after the deadline date specified for submission.

3. Bids should be sent by completing and signing the price schedule at Annexure I enclosed and attaching any other documents required to be submitted under this invitation. You may also reply by sending a Bid on your own company's letterhead, but the terms and conditions specified in the Tender Document will take precedence over any terms and conditions stated in your Bid. You may attach documents evidencing your dealership in the required items.
4. The below Administrative Requirements are a **MUST** for any bidder to be considered for Evaluation; **Company Profile, Current Trading/Business Permit, Certificate of Incorporation , Provision of Last two years of Audited accounts and Tax compliance certificate.**
- 5 **Where applicable, Bids shall give a comprehensive description of the proposed items, clearly indicating name, model, make etc and should be accompanied by technical information in *English*, such as leaflets, brochures or catalogue pages. If the proposed items do not comply exactly with the technical specifications and descriptions provided in the Tender, the nearest functional equivalent or closest standard should be offered as an alternative. The Supplier shall state in his bid the full name and address of the manufacturer's representative closest to the consignee, who can provide after-sales-service, spare- parts and warranty services whose responsibility will it be to provide such after- sales-service.**
- 6 Any deviation from the requested specifications shall be highlighted and explained. When comparative specification tables or other tables are provided by the Purchaser, such tables shall be completed and item reference numbers should be referred to. **Where applicable**, the country of origin shall be specified for each item offered.
- 7 Evaluation of Bids: The Purchaser (ICPAC) will evaluate and compare the Bids determined to be substantially responsive i.e. which (a) are properly signed; and (b) conform to the terms and conditions, and specifications. For the purposes of the evaluation, the rates excluding taxes and duties but including expenses like packing and forwarding, freight etc. shall be considered.
- 8 The Bids would be evaluated for quoted/tendered items together].

- 9 Award of contract: The Purchaser will award the contract to the bidder whose Bid has been determined to be substantially responsive and who has offered the most economically advantageous tender/quote.
- 10 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all Bids at any time prior to the award of contract.
- 11 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the Bid validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 12 Payment shall be made within 30 days of receipt and acceptance of the goods.
- 13 Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
- 14 The bidder will Submit 2 Bid Documents 1 Original and 1 Copy sealed in an Envelope. Technical and Financial Proposals should be separated. **THE NUMBER OF COPIES IS 2 (TWO).**

For **bid submission purposes** only, the Purchaser's address is:

Attention: **Director**

IGAD Climate Prediction and Applications Centre (ICPAC)

Street Address: Kenya Meteorological Department  
Compound, Ngong' Road, Dagoretti Corner

Floor/Room number: Ground Floor

City: Nairobi, ZIP Code: +254

Country: Nairobi

Telephone: +254- 20- 3514426 Fax: +254-20-3514426

Website: <http://www.icpac.net>

**15 You are requested to provide your offer latest by 10.00 A.M on May 3<sup>rd</sup>,2019. Any offers received late shall not be considered. Bid Opening will be at 10.30 a.m. on May 3<sup>rd</sup> , 2019**

We look forward to receiving your Bid and thank you for your interest in this tender dossier.

**Procurement Office**

**ICPAC**

**P O Box 10304, 00100**

**Nairobi, Kenya;Tel: 254-20-3514426**

**Website: [www.icpac.net](http://www.icpac.net)**

**Annexure I – Price Schedule\***

Date: .....

Sr. No.	Description of Items Required	Quantity	Country of Origin	Unit Price	Total Price

If applicable, Samples and Certificate of dealership/agency should be attached

**Total for all Items** \_\_\_\_\_  
**Less: Discount** \_\_\_\_\_  
**Net Total of all items** \_\_\_\_\_  
**Add: Misc. Charge, if any** \_\_\_\_\_  
**Freight, if applicable** \_\_\_\_\_  
**Grand Total** \_\_\_\_\_  
**Grand Total in words** \_\_\_\_\_

**Delivery required at**

ICPAC  
 Street Address: Kenya Meteorological Department  
 Compound, Ngong' Road, Dagoretti Corner  
 P O Box 10304, 00100  
 Nairobi, Kenya; Tel: 254-20-3514426  
 E-mail: [director@icpac.net](mailto:director@icpac.net) &  
[procurement@icpac.net](mailto:procurement@icpac.net)  
 Website: [www.icpac.net](http://www.icpac.net)

**Shipping Mode**

N/A

**Delivery date**

\_\_\_\_\_

**Warrant/ Guarantee offered**

\_\_\_\_\_

**Quotation Valid till**

\_\_\_\_\_

**Currency stated in**

Euro

**By signing and returning this Price Schedule, we agree to supply the above mentioned items at the rates quoted, subject to the terms and condition herein this TENDER.**

<b>Bidder Comments (if any):</b>
(Add additional pages if necessary)

**Name & Signature of Person completing this Request**

**Seal of the company giving the name and address.**

# EQUIPMENT SPECIFICATIONS

**GMES & Africa – ICPAC  
Equipment Purchase  
Minimum Requirement Specification**

Item	Specification	Quantity
Laptop	<p><b>Processor:</b> Intel Core i7 Quad Core  <b>Chipset:</b> Intel  <b>Processor speed:</b> 2.2GHz  <b>RAM:</b> 16GB  <b>Storage:</b> 512 GB SSD  <b>Resolution:</b> 1080p Full HD  <b>Connectivity:</b> IEEE 802.11 a, b, g, n, ac Wi-Fi, Bluetooth  <b>Screen size:</b> 13 – 14 inches,  <b>OS:</b> Windows 10 Pro 64-bit (Pre-loaded)  <b>Ports:</b> USB-C, USB 3.0, HDMI, VGA or adapter, Ethernet, Express Card slot and SD card reader  <b>Keyboard enhancement:</b> backlight keyboard  <b>LAN:</b> 100/1000Mbps  <b>Productivity Software:</b> Microsoft Office 2016, Antivirus  <b>Battery life:</b> Up to 10 hours life with 9-cell battery  <b>Multi-media:</b> Dual digital HD mics and 720p HD Camera  <b>Warranty:</b> Parts coverage (at least 2 years depot and on-site available), 1 year battery  <b>Maximum weight:</b> &lt;2kg  <b>Graphics:</b> Graphics card with minimum 1 GB dedicated memory  <b>Power cables:</b> Both 3 pin and 2 pin  <b>Accessories:</b> HDMI to VGA adapter, HDMI to DVI Adapter  Backpack bags (upto 15.6")</p>	9
Desktop workstation PC	<p><b>Processor:</b> Intel® Xeon Processor with multiple cores  <b>Processor speed:</b> 2.2 GHz  <b>RAM:</b> 16GB  <b>Storage:</b> 2 TB  <b>Graphics:</b> Discrete graphics with dedicated RAM  <b>OS:</b> Microsoft Windows 10 Professional (must include installation media)  <b>Graphics:</b> Discrete graphics with dedicated RAM (&gt;=2GB)  <b>Ports:</b> HDMI, DVI, VGA, Display Port, USB-C</p>	4



	<p><b>Optical Drive:</b> DVD+/-R/RW Super Multi drive (Dual Layer)</p> <p><b>Networking:</b> Integrated 10/100/1000 GB Ethernet, with mandatory wireless IEEE 802.11a, b, g, n, ac card</p> <p><b>Multimedia:</b> Integrated or Expansion Sound Card including external stereo speakers</p> <p><b>Keyboard &amp; Mouse:</b> USB Keyboard and mouse</p> <p><b>Productivity ports:</b> Multiple USB 3.0 ports, card reader</p> <p><b>Productivity software:</b> Microsoft Office 2016 with license</p> <p><b>Monitor Screen:</b> 24-Inch TFT LCD WideScreen</p> <p><b>Warranty:</b> Parts coverage (at least 2 years depot and on-site available)</p> <p>1 KVA Backup UPS (see attached UPS spec sheet)</p> <p>Anti-virus</p>	
Camera	<p><b>Type:</b> DSLR or Mirrored</p> <p><b>Sensor:</b> APS-C</p> <p><b>Megapixels:</b> 18 – 24 MP</p> <p><b>Max video resolution:</b> 1080p Full HD</p> <p><b>Max burst speed:</b> 3- 6 fps</p> <p>w 18 – 55mm</p> <p>f/3.5 -5.6</p> <p>3-inch screen</p> <p>in lens image stabilization</p> <p>Rechargeable batteries</p> <p><b>Warranty:</b> 2 years repair or replace , 3 years repair or replace</p>	4
GPS	<p>Hand-held Receiver</p> <p>High sensitivity - 1-4 m accuracy</p> <p>GPS/GLONASS/GALILEO</p> <p>WAAS-enabled GPS receiver,</p> <p>Track manager,</p> <p>Internet access,</p> <p>Include productivity tools</p> <p><b>Warranty:</b> 2 years repair or replace , 3 years repair or replace</p>	4
External hard disks	<p>2TB</p> <p>8TB</p>	27 2
1 KVA Smart UPS	<p><b>Output power capacity :</b> &gt;= 865 Watts / 1000 VA</p> <p><b>Max Configurable Power:</b> &gt;= 865 Watts</p> <p><b>Nominal Output Voltage:</b> 230 volts</p> <p><b>Output Frequency (sync to mains):</b> 50/60 Hz _ /-3</p>	4

	<p>Hz</p> <p><b>Topology:</b> Line</p> <p><b>Output connections:</b> &gt;= (5) IEC 320 C13 (Battery Backup)</p> <p>&gt;= (5) IEC 320 C13 (Surge Protection)</p> <p>&gt;= (5) IEC Jumpers (Battery Backup)</p> <p><b>Nominal input voltage:</b> &gt;= 230 volts</p> <p><b>Filtering:</b> Full time multi-pole noise filtering</p> <p><b>Surge energy rating:</b> 441 Joules</p> <p><b>Data line protection:</b> Analog phone line for phone/fax/modem/DSL (RJ-11 connector), Network line – 10/100/1000 Base-T Ethernet (RJ – 45 connector)</p> <p><b>Communication interface ports:</b> DB-9 RS-232, USB</p> <p><b>Control panel:</b> Multi-function LCD status and control console</p> <p><b>Battery type:</b> Maintenance-free sealed Lead-Acid battery with <b>Suspended electrolyte:</b> leak-proof</p> <p><b>Typical recharge time:</b> 8 hrs</p> <p><b>Warranty:</b> 2 years repair or replace , 3 years repair or replace</p>	
--	--	--