Bureau of Agriculture and Natural Resource invites you to submit your quotation for the goods described herein listed in Annex 1 of this RFQ (PC, Laptop)

- Posted Date: Thursday 19th, March 2026 (8 months ago)
- Closing Date: Thursday 26th, March 2026 9:30 am (closed)
- Bid Bond:
- Location:Mekelle
- Bid Document Price:
- Bid Opening Date: Thursday 26th, March 2026 10:00 am
- Category: Computer Sales and Accessories/ ICT Equipment’s / Electronic Equipment & Accessories/ Software Purchases/

REQUEST FOR QUOTATION

Procurement Title: Procurement of IT Equipment's and Computers

Procurement Ref. No.: ET-TDRDIP-II-2018-RPCU01-GO-RFQ

To:

1. Bureau of Agriculture and Natural Resource invites you to submit your quotation for the goods described herein listed in Annex 1 of this RFQ.

2. Your quotation in the required format should be addressed to:

Bureau of Agriculture and Natural Resource, Directorate Procurement finance & property Administration, Ground Floor, Room No. 12 Tel: 251-0344-41-46-91/0914-763468

3. The quotation should be accompanied by a copy of your:

a. Business Registration & Renewed Business Licence 2018 E.C

b. TIN Number

c. VAT Registration Certificate and VAT Declaration for the month of January, 2018 E.C

d. Valid Suppliers Registration Certificate

e. completed price and delivery schedule;
4. Adequate technical documentation/Specification and any other pertinent information.

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5. Bid Security is not required but the lowest evaluated bidder is required to furnish a performance security 10% of the total contract price & should be submitted in the form of unconditional bank guarantee and should be valid for a minimum of 60 calendar days.

6. The deadline for receipt of your quotation is 17/07/2018 E.C at 3:30 Local Time. Electronic submission or submission by email is not allowed. The RFQ will be opened immediately after the closing time.

7. Quotations should be submitted in physical form; one original bid document in one envelope must be submitted by the deadline and to the address stated above.

8. Evaluation. The purchaser shall award the contract to the bidder whose offer has been determined to be the lowest priced quotation and is substantially responsive to the request for quotation, provided further that the bidder is determined to be qualified to perform the contract satisfactorily.

The purchaser's evaluation of a quotation may take into account, in addition to meeting the minimum technical and qualification requirements, the following factors;

a) Delivery schedule. The items are required to be delivered within: the time as specified in the delivery schedule. Quotations offering delivery beyond this delivery time shall be treated as non- responsive.

(b) Deviation in payment schedule. Bidders shall state their quoted price for the payment schedule in the payment terms below. Quotations shall be evaluated on the basis of this base price. Bidders requesting payment terms other than those stipulated in clause 11 below shall have their quotations treated as non-responsive.

9. Prices. Prices shall be in Ethiopian Birr.

10. Payment. Payment will be made in full within 15 days after delivery and acceptance of goods.

11. Delivery. Prices should be quoted to deliver to MEKELLE Bureau of Agriculture and Natural Resource Store

12. Delivery Schedule. All items should be delivered within 20 days after signature of contract or contract award. Bidders must state an exact delivery time in the quotation.

13. Warranty. Items offered should be covered by at least 12 months' warranty from the date of delivery to the purchaser/procuring entity. Goods offered shall be new, unused and based on the manufacturer's current and most recent model.

14. Validity. Your quotation should be valid for a period of 30 days from the date of your quotation.

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15. Each page of the Quotations must be signed, stamped and returned in sealed envelopes.

16. Quotations will be opened by the Purchaser's representatives immediately after the deadline for the submission of Quotations.

17. Quotations will be evaluated to ensure compliance with the Technical Specifications, Delivery and Completion Schedules and any other requirements of the RFQ.

18. The lowest evaluated price will be determined after correcting any arithmetic errors and other specified adjustments, if any.

19. The purchase order shall be issued before the end of the validity of the quotation to the eligible bidder who submitted the lowest evaluated quotation. Prior to the issuance of the purchase order and after the completion of the evaluation process, the purchaser/procuring entity reserves the right to increase or decrease the requested quantities under this RFQ. The maximum increase allowed to be done to the quotation prior to purchase order signature is +15% and the maximum decrease is -15%.(Variation of quantity at the contract award stage 15%

20. The Contract will be awarded to the Supplier/s who is eligible and offers eligible Goods, offers the lowest evaluated price/s, technically compliant quotation, and guarantees delivery, in accordance with the delivery period/s.

21. Contract award is Item bases.

22. The attached Schedule of Requirements below, details the items to be purchased. You are required to quote your delivered price for these items.

23. Any resulting order shall be subject to the Federal Democratic Republic of Ethiopia & World Bank procurement guideline and General Conditions of Contract for Local Purchase Orders.

Please Find The List of Goods and Specification Annex 1 from Our Bureau Procurement, Finance and Property administration directorate Room No. 12

On behalf of the Purchaser:

Signature: Name:

Title/position:

ANNEX 1: Quotation for Goods (To be priced by Bidder)

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S/N	Description of Goods	Specification	Unit	Quantity	Unit Price(ETB)	Total Price(ETB)
1	Laptop Computer core i7	Attached Specification	PCS	01		
2	Desktop Computer core i7	Attached Specification	PCS	03		
3	Antivirus for computers	Attached Specification	PCS	18		
4	Pointer	Attached Specification	PCS	10		
5	Wireless Mouth	Attached Specification	PCS	13		
6	Head phone for Virtual Meeting		PCS	10		
		Total				
		Vat 15%				
		Grand Total with Vat				

-> The Goods and Related Services shall comply with attached Technical Specifications and Standards and shall form an integral part of any resulting contract.

-> The following attachments are appended to clarify the Description of Goods:

[List any attachments providing additional specification of the goods required]

-> If any additional documentation is attached to your quotation, a signature and authorization is still required as confirmation that the terms and conditions of this RFQ prevail over any attachments. If the Quotation is not authorized in the quotation may be rejected.

Signature _____ Name _____

Position _____ Date _____ (DD/MM/YY)

Authorized for and on behalf of:

Supplier Name: _____ Address: _____

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