

**PUBLIC PROCUREMENT REGULATIONS  
REQUEST FOR QUOTATION**

To:

Box  
Tel.  
Nairobi

Quotation No. **NACC 114/2016/2017**  
Date 12/5/2017

From:

The Director  
National AIDS Control Council  
P.O Box 61307-00200  
NAIROBI

NOTES -

You are invited to submit quotation for the provision of listed items below:-

- a) **THIS IS NOT AN ORDER.** Read the conditions and instructions on reverse before quoting
- b) This quotation should be submitted in a plain wax sealed envelope Marked "Quotation **NACC 114/2016/2017** And placed in a Tender Box at Landmark Plaza 8<sup>th</sup> Floor not later than **17/5/ 2017 by 10.00 am**
- c) Your quotation should include all costs for delivery of the goods including duty tax, VAT, delivery charges, etc to National AIDS Control Council
- d) Return one copy and retain the other for your record.

<i>ref</i>	<i>Item Description</i>	<i>Unit</i>	<i>Quantity</i>	<i>UNIT COST</i>	<i>TOTAL COST</i>	<i>Remarks</i>
1	<i>Quote for supply of Enterprises Printer as per the specifications attached. Provide brochures for the printer quoted</i>	No	1			
2	<i>Quote for Supply of Laptops as per the attached specifications. Provide brochures for the laptops quoted</i>	No	4			
Attach copies of registration documents (VAT, Certificate Of Registration, PIN, Valid Tax Compliance, YAGPO etc)						

FOR OFFICIAL USE

Candidate's Signature ..... Opened by: 1) ..... Designation.....Signature .....

2) ..... Designation.....Signature .....

Company Stamp.....

3)..... Designation.....Signature.....

Date .....

Date ..... Time .....

### *CONDITIONS*

1. *The General Conditions of the Contract with the Government of Kenya apply to this transaction. This form properly submitted constitutes the agreement to supply or provide the service shown at the prices and within the delivery period stated overleaf.*
2. *The offer shall remain valid for 30 days from the closing date unless otherwise stipulated by the candidate.*
3. *The Procuring Entity shall not be bound to accept the lowest or any other offer, and reserves the right to accept any offer in part unless the contrary is stipulated by the candidate.*
4. *Samples of offers when required will be provided free and before the closing date of the quotation. If not destroyed during tests they will, upon request, be returned at the candidate's expenses, or may be collected by the owner.*

### *INSTRUCTIONS*

1. *All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out and corrections made and initialed by the persons who signed the quotation.*
2. *Quote for each item separately, and in units as specified.*
3. *This form must be signed by an authorized representative of the candidate and preferably it should also be rubber stamped.*
4. *Each quotation should be submitted separately in a sealed enveloped with only the Quotation Number endorsed on the outside. Descriptive literature or samples of the items offered may be forwarded with the quotation.*
5. *If you do not wish to quote, please endorse the reasons on this and return it, otherwise, your name may be deleted from the Procuring Entity's mailing list for the items listed hereon.*

**CONFIDENTIAL BUSINESS QUESTIONNAIRE**

You are requested to give the particulars indicated in Part 1 and either Part 2 (a), 2(b) or 2(c) whichever applied to your type of business.

You are advised that it is a serious offence to give false information on this form.

<p>Part 1 General</p> <p>Business Name .....</p> <p>Location of Business Premises .....</p> <p>Plot No, ..... Street/Road.....</p> <p>Postal address ..... Tel No. .... Fax Email .....</p> <p>Nature of Business .....</p> <p>Registration Certificate No. ....</p> <p>Maximum value of business which you can handle at any one time – Kshs.....</p> <p>Name of your bankers.....</p> <p>Branch.....</p>
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Part 2 (a) – Sole Proprietor			
Your name in full.....Age.....			
Nationality.....Country of Origin.....			
Citizenship details .....			
Part 2 (b) – Partnership			
Given details of partners as follows			
Name	Nationality	Citizenship details	Shares
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....
4. ....	.....	.....	.....
Part 2 (c) – Registered Company			
Private or Public			
State the nominal and issued capital of company			
Nominal Kshs.			
Issued Kshs.			
Given details of all directors as follows			
Name	Nationality	Citizenship details	Shares
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....
4. ....	.....	.....	.....
Date.....Signature of Candidate.....			

*SELF DECLARATION FORMS (r 62)*  
*REPUBLIC OF KENYA*  
*PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)*

*FORM SD1*

*SELF-DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED  
IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL  
ACT 2015.*

I, .....of P. O. Box ..... being a resident of  
..... in the Republic of ----- do hereby make a statement as  
follows:-

1. THAT I am the Company Secretary/ Chief Executive/Managing Director/Principal Officer/Director of .....  
..... (insert name of the Company) who is a Bidder in respect of **Tender No. ....** for .....(insert tender title/description) for .....(insert name of the Procuring entity) and duly authorized and competent to make this statement.
  
2. THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.
  
3. THAT what is deponed to hereinabove is true to the best of my knowledge, information and belief.

.....  
(Title) (Signature) (Date)

Bidder Official Stamp

SELF DECLARATION FORMS (r 62)

REPUBLIC OF KENYA

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

SELF-DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE.

I, .....of P. O. Box ..... being a resident of  
..... in the Republic of --- do hereby make a statement as follows:-

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of .....  
..... (insert name of the Company) who is a Bidder in respect of **Tender No. ....** for .....(insert tender title/description) for .....(insert name of the Procuring entity) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its servants and/or agents /subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of .....( insert name of the Procuring entity) which is the procuring entity.
3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of .....(name of the procuring entity)
4. THAT the aforesaid Bidder will not engage /has not engaged in any corrosive practice with other bidders participating in the subject tender
5. THAT what is deponed to hereinabove is true to the best of my knowledge information and belief.

.....  
(Title) (Signature) (Date)  
Bidder's Official Stamp

***BANK DETAILS FORM- MANDATORY***

Provide the following bank details for electronic transfer purposes

Name of the Bidder:.....

Bank Name :.....

Bank branch name ;.....

Bank code :.....

Bank account :.....

PIN Number :.....

VAT Number :.....

Bank signatory(s) :.....

.....

Signed/ date.....

NACC MIS OFFICERS LAPTOP SPECIFICATIONS		
1	OPERATING SYSTEM	Windows 10 Pro 64 with Windows Ink <sup>[21]</sup>
2	PROCESSOR	Intel® Core™ i7-7500U (2.7 GHz, up to 3.5 GHz, 4 MB cache, 2 cores) <sup>[15,16]</sup>
3	PROCESSOR TECHNOLOGY	Intel Turbo Boost Technology
4	GRAPHICS	Intel® HD Graphics 620 (up to 4.07 GB)
5	DISPLAY (3 with 13.3" and one 1 with 17.3")	13.3" diagonal FHD UWVA BrightView WLED-backlit narrow bezel multitouch-enabled edge-to-edge glass (1920 x 1080) <sup>[13]</sup>
6	MEMORY	8 GB LPDDR3-1600 SDRAM (onboard)
7	DISPLAY	13.3" diagonal FHD UWVA BrightView WLED-backlit narrow bezel multitouch-enabled edge-to-edge glass (1920 x 1080)
8	HARD DRIVE	1TB
9	WIRELESS	802.11ac (2x2) and Bluetooth® 4.2 combo
10	POWER SUPPLY	45 W AC power adapter
11	BATTERY	3-cell, 57.8 Wh Li-ion
12	BATTERY LIFE	Up to 16 hours and 15 minutes
13	VIDEO PLAYBACK BATTERY LIFE	Up to 11 hours
14	PORTS	2 USB 3.1 Gen 2 (Type-C™, USB Boost, Thunderbolt); 1 USB 3.1 Gen 1 (HP Sleep and Charge); 1 headphone/microphone combo
15	ENERGY EFFICIENCY	ENERGY STAR® certified; EPEAT® Silver registered
16	WEBCAM	TrueVision FHD IR Camera with dual array digital microphone
17	AUDIO	Bang & Olufsen; Quad speakers
18	SPECIAL FEATURES	Supports active stylus compliant with Microsoft Ink
19	SENSORS	Accelerometer; Gyroscope; eCompass
20	COLOR	Natural silver
21	POINTING DEVICE	HP Imagepad with multi-touch gesture support
22	KEYBOARD	Full-size island-style backlit
23	DIMENSIONS (W X D X H)	12.07 x 8.58 x 0.55 in
24	WEIGHT	2.89 lb
25	WEBCAM	TrueVision FHD IR Camera with dual array digital microphone
26	WARRANTY	1 year limited hardware warranty
27	WHAT'S IN THE BOX	Stylus pen in natural silver; Sleeve

NACC CEO'S OFFICE PRINTER SPECIFICATIONS		
1	First page out (ready) black	As fast as 9.0 sec
2	First page out (ready) color	As fast as 9.0 sec
3	Resolution (black)	Up to 1200 x 1200 dpi
4	Resolution (color)	Up to 1200 x 1200 dpi
5	Resolution technology	3600; 600 x 600 dpi; HP ProRes 1200 (1200 x 1200 dpi);
6	Monthly duty cycle	120,000 pages
8	Print Technology	Laser
9	Display	4.3" (10.9 cm) resistive touchscreen WQVGA (480 x 272 resolution) with Home button
10	Processor speed	800 MHz
11	Number of print cartridges	4 (1 each black, cyan, magenta, yellow)
12	Print languages	PCL 6, PCL 5, postscript level 3 emulation, PDF and Air Print (URF and PDF)
13	Automatic paper sensor	Yes
14	Paper trays, standard	5
15	Paper trays, maximum	Up to 5
16	Mobile Printing Capability	ePrint; Apple AirPrint™; Mopria™-certified; Wireless Direct Printing; Mobile Apps
17	Connectivity, standard	1 Hi-Speed device USB 2.0; 2 Host USB 2.0 (for third party connections); 1 Accessory (for Kensington Lock); 1 Ethernet
18	Connectivity	USB, Wireless, Print Server, NFC & Wireless 802.11b/g
19	Network ready	Standard (built-in Gigabit Ethernet); Included Touch to Print and Wireless Direct
20	Ports	1 Hi-Speed device USB 2.0; 2 Host USB 2.0 (for third party connections); 1 Accessory (for Kensington Lock); 1 Ethernet
21	Security management	Identity management: Kerberos authentication; LDAP authentication; 1000 user PIN codes; Network: IPsec/firewall with Certificate; Pre-Shared Key; and Kerberos authentication; Supports WJA-10 IPsec configuration Plug-in; 802.1X authentication (EAP-PEAP; EAP-TLS); SNMPv3; HTTPS; Certificates; Access Control List; Data: Storage Encryption; Encrypted PDF & Email (uses FIPS 140 validated cryptographic libraries from Microsoft); Secure Erase; SSL/TLS (HTTPS); Encrypted Credentials; Device: Security lock slot; USB port disablement; hardware integration pocket for security solutions



22	Minimum system requirements	OS X 10.6 Snow Leopard; OS X 10.7 Lion; OS X 10.8 Mountain Lion; OS X 10.9 Mavericks; CD-ROM or DVD drive, or Internet connection; Dedicated universal serial bus (USB 1.1 or 2.0), or network connection; 1 GB of available hard-disk space
23	Compatible operating systems	Windows XP SP3 or greater (32-bit and 64-bit), Windows Vista (32-bit and 64-bit), Windows 7 (32-bit and 64-bit), Windows 8 (32-bit and 64-bit), Windows 10 (32-bit and 64-bit), Windows Server 2003 SP2 or greater (32-bit and 64-bit), Windows Server 2008 (32-bit and 64-bit), Windows Server 2008 R2 (64-bit), Windows Server 2012 (64-bit), OS X 10.6 Snow Leopard, OS X 10.7 Lion, OS X 10.8 Mountain Lion, OS X 10.9 Mavericks,
24	Memory, standard	1.5 GB (system memory)
25	Memory, maximum	1.5 GB (system memory)
26	Printer management	Web Jetadmin; Utility (Mac)
27	Supported network protocols	IPv4/IPv6: Apple Bonjour Compatible (Mac OS 10.2.4 or higher); SNMPv1/v2c/v3; HTTP; HTTPS; FTP; TFTP; Port 9100; LPD; WS Discovery; IPP; Secure-IPP; IPsec/Firewall; IPv6: DHCPv6; MLDv1; ICMPv6; IPv4: Auto-IP; SLP; Telnet; IGMPv2; BOOTP/DHCP; WINS; IP Direct Mode; WS Print; Other: NetWare NDS; Bindery; NDPS; iPrint
28	Hard disk	Standard, minimum 320 GB HP High-Performance Secure Hard Disk (AES 256 hardware encryption or greater)
29	Paper handling input, standard	500-sheet input tray, high capacity input (2x500 & 1x1500 trays) with stand, 100-sheet multi-purpose tray, automatic two-sided printing
30	Paper handling output, standard	500-sheet output bin
31	Duplex printing	Automatic (standard)
32	Finished output handling	Sheetfed
33	Media sizes supported	Multipurpose tray: A4; A5; A6; B5 (JIS); B6 (JIS); 16K; postcard; Dpostcard; envelopes (C5, B5, C6, DL, ISO); 500-sheet input trays: A4; A5; B5 (JIS); 16K
34	Media sizes, custom	Multipurpose tray: 3 x 5 to 8.5 x 14 in; 500-sheet input trays: 5.83 x 8.27 to 8.5 x 14 in; optional HP Postcard Media Insert Tray (must be installed in tray 2): 4 x 6 in
35	Media types	Paper (plain, light, bond, recycled, mid-weight, heavy, mid-weight glossy, heavy glossy, extra heavy, extra heavy glossy, cardstock, card glossy, preprinted, prepunched, colored, rough), color transparency, labels, letterhead, envelope, opaque film

36	Supported media weight	Multipurpose tray: 16 to 58 lb; 500-sheet input trays, automatic two-sided printing unit: 16 to 32 lb plain paper; 28 to 58 lb glossy paper
37	Media weights by paper path	Multipurpose tray: 60 to 220 g/m <sup>2</sup> , 500-sheet input trays, automatic two-sided printing unit: 60 to 120 g/m <sup>2</sup> (plain paper), 105 to 220 g/m <sup>2</sup> (glossy paper)
38	Power	110-volt input voltage: 110 to 127 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz); 220-volt input voltage: 220 to 240 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz) (Not dual voltage, power supply varies by part number with # Option code identifier)
39	Print speed, black (normal)	Up to 45 ppm
40	Power consumption	Printing: 650 watts, Manual Off: 0.1 watts, Sleep: 8.5 watts, Ready: 67 watts, Auto-Off/Manual On: 0.1W, Auto off/Wake on LAN: 1.9 watts
41	Energy efficiency	ENERGY STAR® qualified 2.0; EPEAT® Silver; Blue Angel UZ-171
42	Operating temperature range	50 to 86°F
43	Operating humidity range	30 to 70% RH
44	Dimensions (W X D X H)	26 x 26 x 39.4 in
45	Dimensions Maximum (W X D X H)	42.3 x 39.8 x 42.3 in
46	Weight	153 lb
47	Package weight	188.4 lb
48	What's in the box	Printer; Black Original LaserJet Toner Cartridge (11,500 yield), Cyan, Magenta and Yellow Original LaserJet Toner Cartridges (15,000 yield each) (toner cartridges installed); CD with software drivers and documentation; Documentation (Hardware Install Guide); Power cord; Jetdirect Gigabit Ethernet Print Server (embedded); 100-sheet multipurpose tray 1; 500-sheet input tray 2; Automatic duplexer (built-in); Support flyer; Encrypted Hard Drive; HCI (High Capacity Input)
49	Print speed, color (normal)	Up to 45 ppm
50	Warranty	Two years, next-business day, onsite warranty.
53	Software included	Windows & Mac: Installer/Uninstaller, PCL 6 print driver, Wizard, Scan to Folder Setup Wizard, Scan to e-mail setup Wizard, Send Fax, DXP (Device Experience), HP Help & Learn Center, Product Registration Assist,