



1. RFQ NUMBER 001	2. DATE SOLICITATION ISSUED JANUARY 10, 2022	
3. TITLE OF SOLICITATION INFORMATION TECHNOLOGY EQUIPMENT	4. PLACE(S) OF PERFORMANCE / DELIVERY BISHKEK- KYRGYZ REPUBLIC	
5. CLIENT, PRIME CONTRACT/TASK ORDER NUMBER TASK ORDER No. 7200AA18D00010/7200AA19F00015	6. PROJECT NAME/NUMBER FISCAL ACCOUNTABILITY AND SUSTAINABLE TRADE (FAST)	
7A. SUBMISSION DUE DATE/TIME FEBRUARY 10, 2022	7B. QUESTIONS/CLARIFICATIONS DUE DATE JANUARY 27, 2022	8. ANTICIPATED DELIVERY DATE(S) APPROXIMATELY MARCH 20, 2022
9. OFFEROR CONTACT INFORMATION <i>(TO BE COMPLETED BY THE OFFEROR)</i>		
NAME		
ADDRESS		
POINT OF CONTACT	E-MAIL	
TELEPHONE / FAX	WEBSITE	
10A. ISSUING OFFICE Project Manager: Chynar Aidarbekova E-mail: <a href="mailto:CAidarbekova@devtechsys.com">CAidarbekova@devtechsys.com</a>	10B. ADDRESS FOR SUBMISSION OF PROPOSALS (Electronic submissions only) Attention: Elizabeth Graff E-mail: <a href="mailto:EGraff@devtechsys.com">EGraff@devtechsys.com</a>	

**11. PROPOSAL SUBMISSION, ACCEPTANCE AND ELIGIBILITY**

DevTech Systems Inc. wishes to purchase the items/services detailed in Annex A and hereby requests product and price quotes from qualified vendors.

DevTech intends to select a supplier on the basis of the lowest priced technically acceptable quotation received for the award of a purchase order on or before February 15, 2022. Lowest Price Technically Acceptable is defined as the lowest-priced offer which meets or exceeds the minimum stated required technical specifications.

**ELIGIBILITY**

In order to be considered for award, Offerors must include all of the following information in their quotations:

- Ability to meet or exceed the required TECHNICAL SPECIFICATIONS (The items/services outlined in Annex A, Statement of Work); THINK TECHNICAL ACCEPTABILITY!
- Complete Responsibility Questionnaire and Source Nationality Certification at Annex B
- Complete Sub-Awardee “Transparency Act” Reporting & Certification at Annex C
- Insert as applicable: Ability to deliver the items/services specified in Annex A no later than the date(s) required (see Block 8 above).
- Insert as applicable: Ability to provide Warranty Services as stated in Annex A.

Quotations which include supplies and/or services from a prohibited source country shall not be eligible for award. Current lists of prohibited sources are available at <http://www.usaid.gov/ads/policy/300/310> and at <http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx>.

**CONTENT AND FORMAT FOR QUOTATIONS**

Offerors must submit and format their quotations using the format indicated. Offerors may request assistance to complete these forms from the person indicated in Block 10B above.

Company Information:

- Cover letter (one page), signed by an authorized representative of your organization.
- Copy of valid business license/certificate of incorporation
- Company profile to include overview of company experience in the supply of commodities stated in this RFQ
- Past performance information to include references, client list and/or description of successful delivery of similar items as this RFQ

Quote and Price Information

- A complete description of the item(s)/service(s) to be provided by the Offeror as detailed in Annex A. Descriptions should include all technical specifications, along with an image of the item to be offered.
- An itemized price quotation in local currency shall be submitted February 10, 2022, using the Pricing Table in Annex A. These quotes shall be fixed price per unit, and quoted prices shall be inclusive of insurance, shipping and handling cost for delivery and any other charges.
- All prices shall be inclusive of VAT, excise and any other taxes
- Offeror must include the terms of any warranty provided. The warranty must be applicable and valid in the Kyrgyz Republic
- Delivery period. Please state the delivery period for each item quoted
- Completed “Responsibility Questionnaire and Source and Nationality Certification” attached as Annex B.

Representations and Certifications

- Representations and Certifications
- Certification Regarding Debarment, Suspension, or Proposed Debarment
- Responsibility Questionnaire and Source Nationality Certification

**EVALUATION**

Award will be made on the basis of the lowest evaluated price of proposals meeting or exceeding the acceptability standards for non-cost factors as stated in Annex A.

**TERMS OF AWARD**

This document is a request for quotations only, and in no way obligates DevTech or its donor to make any award. Please be advised that under a Fixed Price Purchase Order the goods/services must be delivered within the quoted total price. Any expenses incurred in excess of the agreed upon amount in the purchase order will be the responsibility of the Vendor and not that of DevTech. Therefore, the Offeror is duly advised to provide its most competitive and realistic quotation to cover all foreseeable expenses related to supply of the requested items.

DevTech reserves the right to reject any or all offers or make multiple awards if such action is in the best interests of DevTech, its Client, or the Host Country. DevTech may waive informalities and minor irregularities in offers received, should such actions be in the best interest of DevTech, its client, or the Host Country.

**CONTRACT PROVISIONS**

A sample Purchase Order, which includes General Provisions, is available upon request.

DevTech’s payment cycle is net 30 days upon receipt of goods/services, acceptance of goods/services in compliance with the terms of the award and vendor invoice. All items must be delivered to the address specified and the offeror must provide reasonably timelines for delivery of goods, taking into account all factors from receipt of award to the delivery at required destination. DevTech reserves the right to impose financial penalties for failure to meet delivery timelines.

**OFFER VALIDITY**

Offer must remain valid for 120 days from submission of signed quote.

**NEGOTIATIONS:**

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The Offeror's most competitive quotation is requested. It is anticipated that any award issued will be made solely on the basis of these quotations. However, DevTech reserves the right to request responses to additional technical, management and cost questions which would help in decision making. DevTech also reserves the right to conduct negotiations on technical, management, or cost issues prior to the award of a contract with selected offerors. In the event that an agreement cannot be reached with a selected supplier, DevTech reserves the right to enter into negotiations with alternate Offerors for the purpose of making the award without any obligation to previously considered offers.

**INCURRING COSTS:**

DEVTECH is not liable for any cost incurred by Offerors during preparation, submission, or negotiation of an award for this RFQ. The costs are solely the responsibility of the Offeror.

**MODIFICATIONS:**

DEVTECH reserves the right, in its sole discretion, to modify the request, to alter the selection process, to modify or amend the specifications and scope of work specified in this RFQ.

**CANCELLATION:**

DEVTECH may cancel this RFQ without any cost or obligation at any time until issuance of the award.

Thank you for your participation. Should you have any questions, kindly contact the person specified in Block 10B in accordance with instructions for receipt of questions.

Regards,

Chynar Aidarbekova  
Admin and Finance Specialist

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## Annex A

### Statement of Work & Pricing Table

DevTech Systems, Inc. (DevTech) is an international consulting firm dedicated to development, with 37 years of experience providing advisory services and technical assistance to government, private sector, and civil society stakeholders in more than 100 countries. DevTech has extensive experience delivering technical assistance in Public Financial Management and Democracy and Governance, decentralization, domestic resource mobilization, macro-fiscal policy, policy analysis, improving the business enabling environment, and promoting export development and investment support.

All goods and services offered in response to this RFQ must meet the source and nationality requirements set forth in United States Code of Federal Regulations, 22 CFR 228. Cuba, Iran, Iraq, Laos, Libya, North Korea, and Syria are prohibited source countries and no goods can be produced or sourced from those countries. The authorized geographic code for this RFQ is 937. Code 937 is defined as the United States, the cooperating country, and developing countries other than advanced developing countries, and excluding prohibited sources. This means goods not located in Kyrgyz Republic can only be shipped from the U.S. or a developing country (excluding advanced developing countries). The list of eligible developing countries is at:

<https://www.usaid.gov/sites/default/files/documents/1876/310maa.pdf>. The list of advanced developing countries is at: <https://www.usaid.gov/sites/default/files/documents/1876/310mab.pdf>.

DevTech Systems, Inc. (DevTech) is purchasing the following IT equipment for its field office, please see the item description and ensure you are providing the price in both USD and KGS for each item as below:

No.	Item	Description	Quantity	Cost per Unit (KGS)	Total Cost in the KGS	Delivery Timeline
1	Laptops	Processor AMD Ryzen™ 7 5700U Mobile Processor with Radeon, Graphics, Windows 11 Pro, Display 14.0-inch FHD, Memory, 16 GB, 2x 8 GB DDR 4 3200 MHz, hard drive 512 GB, Keyboard in Russian and English (3-year warranty on the specifications- Warranty to be provided in Bishkek)	15			
2	MS Office 2021	MS applications Including Microsoft Word, Excel, PowerPoint (Russian Version)	15			
3	Server	HPE ProLiant DL380 Gen10- 24 Bay SFF 24x 2.5 Rack Server  -2 x Intel Xeon processors: minimum 2.2 Ghz and 24-cores  -Supports up to 28 cores	2			

		<ul style="list-style-type: none"> <li>-8 x 32GB Dual Rank DDR4 memory</li> <li>-Supports up to 24 modules of RDIMMs</li> <li>-2 x 800W, 240V power supply</li> <li>-Minimum of 24 HDD slots</li> <li>-8 x 1.6TB SAS Mixed Use Hot Plug Solid State Drive</li> <li>-Redundant cooling fans</li> <li>-2U Form Factor</li> <li>-Rail Kit</li> <li>-3-year Warranty</li> </ul>				
4	VMWare V Sphere Standard Edition	Data center virtualization & cloud infrastructure	4			
5	EViews 12 Econometric Software	Microsoft - Commercial EViews 12 Standard Edition New Single User License	2			
6	Laptop Bag	Backpack Dell/Pro Backpack 15" (PO1520P)/ 15" /Textile	15			
<b>TOTAL</b>						

Annex B

## Responsibility Questionnaire and Source & Nationality Certification

### Responsibility Questionnaire

Offerors are required to demonstrate that they are responsible. Responsibility is determined in a number of ways. Please complete the following sections as they apply to your firm and the subject procurement.

- Providers of Commercial Off-The-Shelf commodities available for immediate purchase, with a value of not-to-exceed US\$ 25,000, please skip to **Source, Nationality, and Availability for Purchase** certification.

#### SECTION A: SAM REGISTERED OFFERORS

Is your company registered with the U.S. Government System for Award Management at [www.sam.gov](http://www.sam.gov)?

- YES     NO

If **YES**, please complete number 1 and 2 below. If **NO**, please continue on to Section B.

1. DUNS #: \_\_\_\_\_
2. Is the information listed for your firm on the SAM website including the Representations and Certifications **current, accurate, and complete**?  
 YES     NO

#### SECTION B: OFFERORS NOT REGISTERED IN SAM

1. Legal Name & Legal address of firm: \_\_\_\_\_
2. Tax ID: \_\_\_\_\_ (for applicable countries)
3. List the following for each owner of the firm:
  - a. Name of Owner(s): \_\_\_\_\_
  - b. Percentage of ownership: \_\_\_\_\_
  - c. Nationality of Owner(s): \_\_\_\_\_
4. List the firm's principal areas of business: \_\_\_\_\_
5. Indicate the percentage of Government Ownership (enter 0 if none): \_\_\_\_\_
6. Indicate the number of years the firm has been in business: \_\_\_\_\_
7. List principal clients in last 18 months: \_\_\_\_\_
8. Demonstration Of Financial Responsibility:
  - a. Demonstrate to the satisfaction of DevTech that the firm has adequate financial resources for the activity.  
\_\_\_\_\_  
OR
  - b. Provide the following information:
    - i. Average quarterly revenue: \_\_\_\_\_
    - ii. List the firms bank name and the number of business account the firm holds:  
\_\_\_\_\_
    - iii. Indicate the firm's approximate cash assets: \_\_\_\_\_

## Source, Nationality, and Availability for Purchase

Offerors are required to submit information regarding the nationality of the firm for both commodities and services (Section A). In addition, for commodity solicitations, the Offeror is required to also provide Source information regarding the commodities required in the solicitation and confirm that they have the commodities available for sale at the time of purchase (Section B).

### SECTION A: NATIONALITY OF OFFEROR

This is to certify that the Offeror of the services and/or commodities required in the solicitation is (check applicable box and enter name country which applies):

- A corporation or partnership organized under the laws of the country of \_\_\_\_\_
- A controlled foreign corporation of which more than 50% of the total combined voting power of all classes of stock is owned by United States shareholders; or
- A joint venture or unincorporated association consisting entirely of individuals, partnerships or corporations. If so, please describe the citizenship or legal status of the individuals, the legal status of the partnership or corporations, and the % voting power of the corporations: \_\_\_\_\_

### SECTION B

#### 1. SOURCE<sup>1</sup> (FOR COMMODITIES AND SHIPPING SERVICES ONLY)

By signing this form, the Offeror certifies that the SOURCE of the commodities or the shipping services to be provided under this solicitation is \_\_\_\_\_ (country name).

Note: If the commodities are available for immediate purchase, their source is the country in which the commodities are to be purchased. For example, if computers are available in a store in Indonesia for immediate purchase, the source of the commodities is Indonesian.

#### 2. AVAILABILITY FOR PURCHASE OF COMMODITY

Are the commodities currently available in your store in the requested quantities for **immediate** purchase?

- YES     NO

#### AUTHORIZED COMPANY SIGNATORY

COMPANY	NAME	TITLE
SIGNATURE		DATE

<sup>1</sup> Source means the country from which a commodity is shipped to the Offeror or the cooperating country if the commodity is in that country at the time of the purchase.

## Annex C

# Sub-Awardee “Transparency Act” Reporting & Certification

Offerors/Sub-Awardees are advised that Section 2(d)(2) of the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), as amended by section 6202 of the Government Funding Transparency Act of 2008 (Public Law 110-252), requires that the following information about any award at or above USD 25,000 shall be made public.

### PLEASE COMPLETE & CERTIFY TO THE FOLLOWING:

#### 1. General Information

A. Offeror's/Sub-Awardee's Legal (Company or Organization) Name:

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B. Offeror's/Sub-Awardee's physical address including stress address, city, state, and country with nine-digit zip code and congressional district if a U.S. Company:

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C. Offeror's/Sub-Awardee's contact person – Name, Title, Email and Telephone Number:

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D. Offeror's/Sub-Awardee's DUNS<sup>2</sup> Number(s) (you must apply to Dun & Bradstreet for a free DUNS number): \_\_\_\_\_

E. Parent Company's DUNS Number (if applicable): \_\_\_\_\_

F. Offeror/Sub-Awardee certifies that they are registered in the System for Award Management (SAM)<sup>3</sup> at [www.sam.gov](http://www.sam.gov) and that their registration is currently active.

Yes  No (if “No”, please provide explanation about why your organization is not registered in SAM)

Explanation (if applicable): \_\_\_\_\_

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#### 2. Financial Information

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<sup>2</sup> The Data Universal Numbering System (DUNS) is a unique nine-digit identification number, currently provided and administered by Dun & Bradstreet (D&B). The DUNS Number is site-specific. Therefore, each distinct physical location of an entity (such as branches, divisions, and headquarters) may be assigned a DUNS number. To obtain a DUNS number at no cost to your organization, please visit <https://fedgov.dnb.com/webform>

<sup>3</sup> The U.S. Government's System for Award Management (SAM) combines federal procurement systems and the Catalogue of Federal Domestic Assistance into one new system and offers streamlined and integrated processes and improved capability.



**A. Please answer the following questions:**

<p><b>(1)</b> In the previous tax year, did your company receive 80% of its gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants), cooperative agreements, and other forms of Federal financial assistance?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>(2)</b> In the previous tax year, did your company receive US\$25,000,000 in gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants), cooperative agreements, and other forms of Federal financial assistance?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>(3)</b> Does the public have access to information about compensation of executives through periodic reports filed under section 13(a) or 15(d) of the Securities and Exchange Act of 1934 (15 USC § 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code 1986? (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <a href="http://www.sec.gov/answers/execomp.htm">http://www.sec.gov/answers/execomp.htm</a>.)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

If items (1) and (2) above are answered "Yes", and item (3) is answered "No", then complete Sub-Section B below.

**B. You are required to provide the names and total compensation of each of the five most highly compensated officers for the calendar year of this award**

Name	Position	Total Yearly Compensation

Note: "Total yearly compensation" means the cash and non-cash value earned by the executive during the subcontractor's past fiscal year. Total compensation includes the following:

- (1) Salary and bonus, (2) Awards of stock, stock options and stock appreciation rights. (3) Earnings for services under non-equity incentive plans, (4) Change in pension value, (5) Above-market earning on deferred compensation which is not tax-qualified, and (6) Other compensation (e.g., severance, termination payments, perquisites or property) if the aggregate exceeds \$10,000.

**3. Authorized Company Signatory:** Certify that the information above is complete and accurate.

AUTHORIZED COMPANY SIGNATORY:

COMPANY	NAME	TITLE
SIGNATURE		DATE