

**REQUEST FOR QUOTATIONS**

**Ref No: MEAE/FPD/107/2019**

**Publication Date: 23 September 2019**

**Provision of one (1) Tablet, one (1) Wireless Bluetooth Headphones and one (1) Power bank in connection with the price giving ceremony of the EEA and Norway Grants Drawing Competition 2019 – EEA and Norway Grants 2014-2021**

**Deadline for Submission: 30 September 2019**



*Supported by the peoples of Iceland,  
Liechtenstein and Norway through the EEA  
and Norway Grants*

## Section 1: Specifications

### 1.0 General Background

The Funds and Programmes Division (FPD) within the Parliamentary Secretariat for EU funds and Social Dialogue, Ministry for European Affairs and Equality (MEAE), as the National Focal Point/Programme Operator for the EEA and Norwegian Financial Mechanisms 2014-2021, is requesting the **Provision of one (1) Tablet, one (1) Wireless Bluetooth Headphones and one (1) Power bank in connection with the price giving ceremony of the EEA and Norway Grants Drawing Competition 2019 – EEA and Norway Grants 2014-2021.**

The expenditure will be co-financed from the Programme Operators Costs Budget of the EEA and Norwegian Financial Mechanisms 2014-2021.

The selection of the successful bidder will be decided on the lowest price of each item and will take place in line with the Public Procurement Regulations (LN352/2016).

The Contracting Authority will take into consideration quotations from bidders, who cannot supply all the items listed and reserves the right to order individual items from different suppliers, based on the cheapest technically compliant offer. Items ordered are to be delivered within 3 days of award notification.

### 2.0 Timetable

Date of Publication of RFQ	23/09/2019
Deadline for request for any clarifications	Noon, 25/09/2019
Deadline for submission of quotations	Noon, 30/09/2019
Delivery of one (1) Tablet, one (1) Wireless Bluetooth Headphones and one (1) Power bank	Within three days from award

### 3.0 Specifications

FPD requires the Provision of **one (1) Tablet, one (1) Wireless Bluetooth Headphones and one (1) Power bank in connection with the price giving ceremony of the EEA and Norway Grants Drawing Competition 2019 – EEA and Norway Grants 2014-2021.**

The Contracting Authority will take into consideration quotations from bidders, who cannot supply all the items listed and reserves the right to order individual items from different suppliers, based on the cheapest technically compliant offer. Items ordered are to be delivered within 3 days of award notification.

These items shall be given as gifts to winners of a drawing competition, hence warranty will be drawn on the winner of the respective price. The winners shall be announced on the 5<sup>th</sup> October 2019, therefore warranty is to commence after this date.

Product	Specifications	Quantity
Tablet	<ul style="list-style-type: none"> <li>• CPU- Octa Core</li> <li>• Memory – 2GB</li> <li>• Storage – 32GB &amp; Micro SD Card up to 512GB</li> <li>• Screen Size and Resolution - 10.1” 1200x1920 (~224 ppi)</li> <li>• Camera – Rear: 8.0MP with AF f/2.0, Front: 5MP f/2.2</li> <li>• Battery – 6150MAH</li> <li>• Wireless technology – Bluetooth V 5.0 WIFI 802.11a/b/g/n/ac</li> <li>• Inputs – 3.5mm Headphone jack USB type C</li> <li>• Operating System – 9.0 PIE</li> </ul>	1
Wireless Bluetooth Headphones	<ul style="list-style-type: none"> <li>• Wireless Technology – Bluetooth 4.0</li> <li>• Battery and Battery Life – 20HRS playback</li> <li>• Connectors – 1x3.5mm Audio Jack, 1xMicro USB Charging</li> <li>• Extra – Noise Cancelling</li> </ul>	1
Power bank	<ul style="list-style-type: none"> <li>• Battery Capacity – 26800MAH</li> <li>• Output minimum – 2 USB A</li> </ul>	1

### 3.1 Method of Submission of Quotations

3.1.1 Quotations will only be accepted directly from the service providers. Quotations received from intermediaries will not be accepted.

3.1.2 Negotiations will be conducted directly with the service providers.

3.1.3. Signed and scanned quotations are to be submitted electronically to [eeanorway@gov.mt](mailto:eeanorway@gov.mt) att. Ms Alison Grech by not later than the stipulated deadline indicated in the Timetable (Section 2.0).

3.1.4. Late submissions will be rejected and will not be evaluated. No liability will be accepted for rejection of late quotations.

3.1.5. Quotations submitted by any other means will not be considered.

3.1.6. Quotations must comply with the requirements as stated in this RFQ.

3.1.7. Bidders are to submit queries and questions concerning this RFQ to [eeanorway@gov.mt](mailto:eeanorway@gov.mt) up to the deadline for request for clarifications stated in Section 2.0, specifying the reference and RFQ title. Any clarifications received after this deadline will not be considered.

3.1.8. Bidders will be deemed to have satisfied themselves, before submitting their quotation, as to its correctness and completeness, to have taken account of all that is required for the full and proper performance of the contract and to have included all charges in their rates and prices.

3.1.9. In submitting its quotation, the Bidder/s will be submitting its/their best and final offer.

3.2.0. The Contracting Authority will take into consideration quotations from bidders, who cannot supply all the items listed and reserves the right to order individual items from different suppliers, based on the cheapest technically compliant offer.

#### **4.0 Delivery of items**

Items are to be delivered to the following address:

PPCD/FPD  
Triq il-Kukkanja,  
Santa Venera

Items are to be delivered within three (3) days from award of bid. A delivery note is to be presented with delivery.

#### **5.0 Method of Payment**

Final Payment (100%) will be executed after delivery and based on the Invoice issued by the winning bidder/s. A **VAT receipt** covering total payment must be issued thereafter.

By submitting their quotation, bidders are accepting that this procedure is regulated by Maltese law and reckoned to know all the relevant local laws, acts and regulations that may in any way affect or govern the operations and activities covered by the bid and the resultant contract.

Personal data submitted in the framework of procurement procedure and/or subsequently included in the contract shall be processed pursuant to the General Data Protection Regulation (2018).

**Section 2: To be filled in by interested service providers**

**Quotation Date:** \_\_\_\_\_

**2.1 Suppliers/Contractor's details**

Company's Name:	
Contact Person's Name and Surname:	
Company's Address:	
Telephone or Mobile Number:	
E-mail address:	

**2.2 Compliance table**

Product	Specifications	Quantity	Specify if requirement can be met YES/NO	Price per item exc. VAT	Total Price exc. VAT	VAT amount	Total Price including VAT
Tablet	<ul style="list-style-type: none"> <li>• CPU- Octa Core</li> <li>• Memory – 2GB</li> <li>• Storage – 32GB &amp; Micro SD Card up to 512GB</li> <li>• Screen Size and Resolution - 10.1” 1200x1920 (~224 ppi)</li> <li>• Camera – Rear: 8.0MP with AF f/2.0, Front: 5MP f/2.2</li> <li>• Battery – 6150MAH</li> <li>• Wireless technology – Bluetooth V 5.0 WIFI 802.11a/b/g/n/ac</li> <li>• Inputs – 3.5mm Headphone jack USB type C</li> </ul>	1					

	<ul style="list-style-type: none"> <li>Operating System – 9.0 PIE</li> </ul>						
Wireless Bluetooth Headphones	<ul style="list-style-type: none"> <li>Wireless Technology – Bluetooth 4.0</li> <li>Battery and Battery Life – 20HRS playback</li> <li>Connectors – 1x3.5mm Audio Jack, 1xMicro USB Charging</li> <li>Extra – Noise Cancelling</li> </ul>	1					
Power Bank	<ul style="list-style-type: none"> <li>Battery Capacity – 26800MAH</li> <li>Output minimum – 2 USB A</li> </ul>	1					

**Total overall price of Provision of one (1) Tablet, and/or one (1) Wireless Bluetooth Headphones and/or one (1) Power bank in connection with the price giving ceremony of the EEA and Norway Grants Drawing Competition 2019 – EEA and Norway Grants 2014-2021:**

<b>Net:</b>	€
<b>Any discount: (specify rate) _____%</b>	€
<b>Vat (specify rate): %</b>	€
<b>Total:</b>	€

**Company Rubber Stamp:**

**Signature:**

**Name and Surname:**