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| **RFQ Number:** | RFQ5-14-2018 |
| **Issuance Date:** | May 14, 2018 |
| **Deadline for Offers:** | May 25, 2018 |
| **Description:** | Supply of IT equipment for Global GAP component/ERP System |
| **For:** | Feed the Future Food Security and Agribusiness Support (FAS) Project |
| **Funded By:** | USAID  AID-216-A-15-00022 |
| **Implemented By:** | CNFA |
| **Point of Contact** | FAS Procurement Manager  Villa Taie, Gezira Gardens Street, Ramla, El Bairat, West Bank, Luxor, Egypt  [procurement@egyptfas.org](mailto:procurement@egyptfas.org) |

1. **Introduction**: The Egypt FAS is a USAID program implemented by CNFA in Egypt. The goal of the FAS project is to provide support to smallholder farmers in Upper Egypt.

As part of project activities, the FAS Project will train and assist 2,000 farmers in gaining Global GAP and Fairtrade certification. For this purpose, FAS Project is procuring a farm management ERP software for which the below listed hardware is necessary. For the complete list of IT items to be purchased with this RFQ, please refer to Section 3. Technical Requirements of this document.

Offerors are responsible for ensuring that their offers are received by CNFA in accordance with the instructions, terms, and conditions described in this RFQ. Failure to adhere with instructions described in this RFQ may lead to disqualification of an offer from consideration.

1. **Offer Deadline and Protocol**: Offers must be received no later than 4:00PM, Cairo Local Time (CLT) on May 24, 2018. Offers must be submitted by email. Any emailed offers must be emailed to [procurement@egyptfas.org](mailto:procurement@egyptfas.org). Any hard copy deliveries must be stamped and signed by the offeror’s authorized representative and delivered to the FAS procurement team.

Please reference the RFQ number in any response to this RFQ. Offers received after the specified time and date will be considered late and will be considered only at the discretion of CNFA. The cover page of this solicitation summarizes the important dates of the solicitation process. Offerors must strictly follow the provided deadlines to be considered for award.

1. **Technical Requirements**: The table below contains the technical requirements of the commodities. Offerors are requested to provide quotations containing the information below on official letterhead or official quotation format in accordance with the following assumptions:

* All the specifications mentioned here in this document are the minimum specifications.
* The Supplier should consider the software provided and this should be consistent with the Hardware configuration offered:
* Operating Systems should be compatible with: Microsoft Windows, Linux Ubuntu LTF 12.04, Linux CentOS 6.3 and Oracle Linux 6, Unix, etc.
* Database Software should be compatible with: All proprietary database software such as Microsoft SQL Server, ORACLE RAC 11g, Sybase, etc
* Application Software should be compatible with: JAVA 6 with JDK, Apache 2.x with PHP 5.2, SharePoint.
* Set of media kits containing recovery Software, OS images, drivers and utilities shall be supplied on CD/DVD for the workstations, laptops and desktops.
* Brochures and catalogues are required for all of the Items included in this RFQ.
* Offerors should submit their “best offer” for each item in full compliance with the technical specifications, i.e. one quotation per item, and should not provide multiple varieties for consideration.
* Offerors may submit quotations for Software alone, Hardware alone or both.
* Quantities indicated for Software or Hardware will be indivisible. Offerors must offer the entire quantity or quantities indicated for software alone, hardware alone, or both.
* Offerors must submit quotations with clearly specified unit prices, and these unit prices should remain unchanged should CNFA request to increase or decrease the quantity of items proposed in the table below. CNFA will not consider offers which provide quotations without unit prices.

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| **Line Item** | **Description and Specifications** | **Qty** | **Items and Specifications Offered** | **Unit Price**  EGP | **Total Price**  EGP |
| **H** | **Hardware** |  |  |  |  |
| 1 | **Server:**  **Classification:** High Quality Server Hardware  **Form Factor: Tower (rackable)**  **CPU:**   * 2 CPU Slots 4 Core Xeon minimum * 2.5MB per core Cache or higher * 1.9 GHz Clock speed or higher  |  | | --- | | * Processor, Xeon 8C 4110 2.1GHz / 3.0GHz / 11MB L3 Cache / 85W / 2400MHz or higher |  * CD ROM/ DVD Combo Half High Multiburner Drive   **Memory:** 32 GB DDR4 or higher  **Local Disk:**  at least 4 x 1 TB SAS, hot swap  **Power supplies:** Redundant power supply  **Warranty:** 3-years, on-site, parts and labour | 1 |  |  |  |
| 2 | **Firewall:**   * Highly Effective anti-spam protection - over 99% spam removed * Low False Positive Rate * ISO and VMware® and Appliance ptions * Low management overhead * Clam AV antivirus engines built-in * Plug and Play solution * System Performance * 2 WAN Port, 8x RG45 Ports * Firewall Throughput 1518/512/64 byte * Firewall Latency (64 byte UDP packets) * Firewall Throughput (Packets Per Second) 5.3 Mpps * Concurrent Sessions (TCP) 2 Million * New Sessions/Sec (TCP) 4,000 * Firewall Policies 5000 * IPsec VPN Throughput (512 byte packets) * Gateway-to-Gateway IPsec VPN Tunnels 200 * Client-to-Gateway IPsec VPN Tunnels 2,500 * SSL-VPN Throughput 35Mbps * Concurrent SSL-VPN Users (Recommended Maximum) 200   **Warranty:** 12 months | 1 |  |  |  |
| 3 | **Uninterruptd Power Supply (UPS)**  **Output:**  Output Power Capacity 1980 Watts / 2200 VA  Max Configurable Power (Watts) 1980 Watts / 2200 VA  Nominal Output Voltage 230V  Output Voltage Note Configurable for 220 : 230 or 240 nominal output voltage  Output Voltage Distortion Less than 5% at full load  Output Frequency (sync to mains) 47 - 53 Hz for 50 Hz nominal , 57 - 63 Hz for 60 Hz nominal  Output Connections (1) IEC 320 C19 (Battery Backup) , (2) IEC Jumpers (Battery Backup) , (8) IEC 320 C13 (Battery Backup)  **Input:**  Nominal Input Voltage 230V  Input Frequency 50/60 Hz +/- 3 Hz (auto sensing)  Input Connections British BS1363A , IEC-320 C20 , Schuko CEE 7 / EU1-16P  Input voltage range for main operations 160 - 286 V  Input voltage adjustable range for mains operation 151 - 302V  Other Input Voltages 220 , 240  Maximum Input Current 0 A  Input Breaker  **Recharge time** 3 hour(s)  **Interface Port**(s) SmartSlot  Available SmartSlot™ Interface Quantity 1  **Warranty: 12 months** | 2 |  |  |  |
| 4 | **Network Area Storage**   * Capacity : 4 TB * Interface : USB 3, Gigabit Ethernet * Remote file access   **Warranty:** 12 months | 1 |  |  |  |
| 5 | **Laptop**   * i5 processor or higher , * 8GB DDR4 or Higher, * 6 MB Cache or higher, * 500 GB HDD Min. 7200 rpm SATA, * DVD/CD. * Windows Professional 10 operating system   **Warranty:** 12 months | 3 |  |  |  |
| 6 | **Laser Printer**   * Prints up to 30 (ppm) Letter-size paper and 30ppm on A4-size paper * Min. 16 MB (RAM). * Tray 1 holds up to 50 sheets or higher * Tray 2 holds up to 250 sheets or higher * 125-sheet face-down output bin * Hi-speed USB 2.0 port * Parallel port   **Warranty:** 12 months | 2 |  |  |  |
| 7 | **Global System for Mobile (GSM) Router**   * Interface : 10/100 Mbps LAN ports, LAN/WAN - SIM card slot * Power supply : External * Wireless Security: 64/128-bit WEP,WPA/WPA2,WPA-PSK/WPA2-PSK * Network type : support 3G & 4G * Wan Type : Dynamic/Static IP * Support Ipv4 & Ipv6   **Warranty:** 12 months | 1 |  |  |  |
| 8 | **Color Printer (Multy Functional Printer)**   * Business Catagory * 600 paper / cartridge * 25 ppm or higher * Wireless connectivety   **Warranty:** 12 months | 1 |  |  |  |
| 9 | **Tablet**   * Network : GSM/HSPA/LTE * Weight : Max 600 g * Sim : Any * Display: touchscreen,16M colors, 9 inches or more, High resolution * Internal Memory : 16GB or higher , 4 GB RAM * Camera: 9 MP or Higher * Comms: WLAN,Bluetooth,GPS   **Warranty:** 12 months | 10 |  |  |  |
| 10 | Rack 42U, Free Standing  Size:800\*1000mm)200cm, thickness 1.8mm,include 6 key lock, 8 Fan 1 fixed shelf, 1 sliding shelf, light lamp, thermometer, power strip 18 outlet 16A-3500Watt, 2 organizers(vertical) 3 organizers (Horizontal)vented & Glass door. | 1 |  |  |  |
| **S** | **Software** |  |  |  |  |
| 1 | **Server** VMware workstation Pro | 1license |  |  |  |
| 2 | **Server** Windows server 2016 - 5 users (Microsoft rules) | 1license |  |  |  |
| 3 | **Server** SQL 2012 or higher - 5 users (Microsoft rules) | 1license |  |  |  |
| 4 | Windows 10 OLP, (Microsoft rules - 5 users) | 3 license |  |  |  |
| 5 | Microsoft Office 2016 OLP - 5 users (Microsoft rules – 5 users) | 3 license |  |  |  |
| 6 | **Antivirus** Trend Micro Worry-Free  Services Advanced | 3 license |  |  |  |
| **Subtotal:** | | | | |  |
| **Delivery Costs:** | | | | |  |
| **Other Costs (Describe:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) :** | | | | |  |
| **GRAND TOTAL** EGP**:** | | | | |  |

Delivery time (after receipt of order): calendar days

Length of warranty on offered equipment: years

Location of service center(s) for after-sales service, including warranty repair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Any commodities offered in response to this RFQ must be new and unused. In addition, all electrical commodities must operate on 240V/50Hz.

Please note that, unless otherwise indicated, any stated brand names or models are for illustrative description only. An equivalent substitute, as determined by the specifications, is acceptable.

1. **Quotations**: Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery and all other costs. Pricing must be presented in EGP. Offers must remain valid for not less than Thirty days (30) calendar days after the offer deadline. Offerors are requested to provide quotations on official letterhead in the format provided in Section 3 – Technical Requirements.
2. **Evaluation**: The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and is the lowest-priced, technically-acceptable offer. Technical acceptability will be determined based on the following:

* Technical responsiveness to the technical specifications and requirements
* All goods must be delivered to CNFA’s subrecipient’s office, which is located in Maadi in Cairo, within 10 days of payment (delivery time).

Best-offer proposals are requested. It is anticipated that award will be made solely on the basis of these original proposals. However, CNFA reserves the right to conduct any of the following:

* CNFA may conduct negotiations with and/or request clarifications from any offeror prior to award;
* While preference will be given to offerors who can address the full technical requirements of this RFQ, CNFA may issue a partial award or split the award among various suppliers, if in the best interest of the FAS Project;
* CNFA may cancel this RFP at any time;

Please note that if there are deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed “non-responsive” and thereby disqualified from consideration. CNFA reserves the right to waive immaterial deficiencies at its discretion.

1. **Payment and Award:** The award will be awarded to the offeror whose quotation represents the best value to the Project. Any award and payment resulting from this RFQ is anticipated to be in the form of a Fixed Price Purchase Order. This award is subject to the FAS Project’s terms and conditions as stipulated in Annex 1.
2. **Offer Format Instructions: Format Instructions:** All proposals must be formatted in accordance with the below requirements:
3. English language
4. Include the individual/agency/organization name, date, RFQ number, and page numbers as a header or footer throughout the document.
5. The Technical Offer must be in the format provided in Section 3.

A full offer will include the following documents:

1. An offer checklist (Annex A).
2. A cover letter on company letterhead, signed by an authorized representative of the offeror (Annex B).
3. A complete Technical Offer in response to the evaluation criteria in Section 5 and in the format provided in Section 3.
4. A copy of the offeror’s business license, or, if an individual, a copy of his/her identification card.
5. 2 contacts for references from organizations/individuals for which the offeror has successfully performed similar work.

**Annex A – Offeror Checklist**

To assist offerors in preparation of proposals, the following checklist summarizes the documentation to include an offer in response to this RFQ:

□ Offeror Checklist (Annex A)

□ Cover letter, signed by an authorized representative of the offeror (see Annex B)

□ Official quotation, including specifications of offered items (see Section 3)

□ Copy of offeror’s registration or business license

□ 2 contacts for references from organizations/individuals for which the offeror has successfully performed similar work.

**Annex B – Offeror Cover Letter**

*The following cover letter must be placed on letterhead and completed/signed/stamped by a representative authorized to sign on behalf of the offeror:*

To: FAS Procurement Manager

Villa Taie, Gezira Gardens Street, Ramla, El Bairat, West Bank, Luxor, Egypt

Reference: RFQ no. RFQ5-14-2018

To Whom It May Concern:

We, the undersigned, hereby provide the attached offer to perform all work required to complete the activities and requirements as described in the above-referenced RFQ. Please find our offer attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced RFQ. We further certify that the below-named firm—as well as the firm’s principal officers and all commodities and services offered in response to this RFQ—are eligible to participate in this procurement under the terms of this solicitation and under USAID regulations.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

* We have no close, familial, or financial relationships with any CNFA or FAS project staff members;
* We have no close, familial, or financial relationships with any other offerors submitting proposals in response to the above-referenced RFQ; and
* The prices in our offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
* All information in our proposal and all supporting documentation is authentic and accurate.
* We understand and agree to CNFA’s prohibitions against fraud, bribery, and kickbacks.
* We understand and agree to CNFA’s prohibitions against funding or associating with individuals or organizations engaged in terrorism or trafficking in persons activities.

We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete.

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| Authorized Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name & Title of  Signatory:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Company Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Company Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Website:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Company Registration or Taxpayer ID Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Does the company have an active bank account? (Y/N):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Official name associated with the bank account (for payment): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

**Annex 1 – CNFA Terms and Conditions**

**1. Ethical and Business Conduct Requirements.** CNFA is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical merit.

CNFA does not tolerate fraud, collusion among offerors, falsified proposals/bids, bribery, or kickbacks. Any firm or individual violating these standards will be disqualified from this procurement, barred from future procurement opportunities, and may be reported to both USAID and the Office of the Inspector General.

Employees and agents of CNFA are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business. Employees and agents engaging in this conduct are subject to termination and will be reported to USAID and the Office of the Inspector General. In addition, CNFA will inform USAID and the Office of the Inspector General of any supplier offers of money, fee, commission, credit, gift, gratuity, object of value or compensation to obtain business.

Offerors responding to this RFQ must include the following as part of the proposal submission:

* Disclose any close, familial, or financial relationships with CNFA or project staff. For example, if an offeror’s cousin is employed by the project, the offeror must state this.
* Disclose any family or financial relationship with other offerors submitting proposals. For example, if the offeror’s father owns a company that is submitting another proposal, the offeror must state this.
* Certify that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
* Certify that all information in the proposal and all supporting documentation are authentic and accurate.
* Certify understanding and agreement to CNFA’s prohibitions against fraud, bribery and kickbacks.

Please contact FAS Procurement Managerat [procurement@egyptfas.org](mailto:procurement@egyptfas.org) with any questions or concerns regarding the above information or to report any potential violations. Potential violations may also be reported directly to CNFA at to [FraudHotline@cnfa.org](mailto:FraudHotline@cnfa.org) or by phone at 202-296-3920.

**2. Terms and Conditions**: This solicitation is subject to CNFA’s standard terms and conditions. Any resultant award will be governed by these terms and conditions; a copy of the full terms and conditions is available upon request. Please note the following terms and conditions will apply:

1. CNFA’s standard payment terms are net 30 days after receipt and acceptance of any commodities or deliverables. Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payment will not be issued to a third party.
2. No commodities or services may be supplied that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria.
3. Any international air or ocean transportation or shipping carried out under any award resulting from this RFQ must take place on U.S.-flag carriers/vessels.
4. United States law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The supplier under any award resulting from this RFQ must ensure compliance with these laws.
5. The title to any goods supplied under any award resulting from this RFQ shall pass to CNFA following delivery and acceptance of the goods by CNFA. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to CNFA.
6. United States law prohibits engaging in any activities related to Trafficking in Persons. The supplier under any award resulting from this RFQ must ensure compliance with these laws.

**3. Disclaimers:** This is a RFQ only. Issuance of this RFQ does not in any way obligate CNFA, the FAS Project, or USAID to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer. In addition:

1. CNFA may cancel RFQ and not award;
2. CNFA may reject any or all responses received;
3. Issuance of RFQ does not constitute award commitment by CNFA;
4. CNFA reserves the right to disqualify any offer based on offeror failure to follow RFQ instructions;
5. CNFA will not compensate offerors for response to RFQ;
6. CNFA reserves the right to issue award based on initial evaluation of offers without further discussion;
7. CNFA may negotiate with short-listed offerors for their best and final offer;
8. CNFA reserves the right to order additional quantities or units with the selected offeror;
9. CNFA may reissue the solicitation or issue formal amendments revising the original RFQ specifications and evaluation criteria before or after receipt of proposals;
10. CNFA may modify the specifications without issuing a formal notice to all offerors when the revisions are immaterial to the scope of the RFQ;
11. CNFA may choose to award only part of the activities in the RFQ, or issue multiple awards based on multiple RFQ activities;
12. CNFA reserves the right to waive minor proposal deficiencies that can be corrected prior to award determination to promote competition;
13. CNFA will contact all offerors to confirm contact person, address, and that the bid was submitted for this RFQ;
14. CNFA will contact all offerors to inform them whether or not they were selected for award;
15. In submitting a response to this RFQ, offerors understand that USAID is not a party to this solicitation and the offeror agrees that any protest hereunder must be presented – in writing with full explanations – to the FAS Project for consideration. USAID will not consider protests regarding procurements carried out by implementing partners. CNFA, at its sole discretion, will make a final decision on any protest for this procurement.

**4. Source/Nationality/Manufacture**: All goods and services offered in response to this RFQ or supplied under any resulting award must meet **USAID Geographic Code 937** in accordance with the United States Code of Federal Regulations (CFR), [22 CFR §228](http://www.gpo.gov/fdsys/pkg/CFR-2012-title22-vol1/pdf/CFR-2012-title22-vol1-part228.pdf). The cooperating country for this RFQ is Egypt.

Offerors may not offer or supply any commodities or services that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, or Syria.

**5. Taxes and VAT**: As an organization that is implementing a project on behalf of USAID, CNFA is exempt from being charged VAT, customs duty or fee, excise tax, road tax, or any other form of tax or tariff for goods and services purchased for USAID funded activities. As such, offerors agree to exclude VAT or any similar taxes or fees from its cost proposal.

**6. Eligibility**: By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the U.S. Government. CNFA will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.

**7. Delivery**: The delivery location for the items described in this RFQ is CNFA’s subrecipient’s office in Maadi, Cairo. As part of its response to this RFQ, each offeror is expected to provide an estimate (in calendar days) of the delivery timeframe (after receipt of order). The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting contract.

**8. Warranty**: Applicable warranty service and repair requirements within the cooperating country are listed for all relevant commodities under section 3. Technical Requirements of this RFQ. The warranty coverage must be valid on all commodities for the periods specified in the technical specifications (12 to 36 months).